

AMENDMENT OF SOLICITATION/MODIFICATION OF CONTRACT			1. CONTRACT ID CODE		PAGE OF PAGES 1 1		
2. AMENDMENT/MODIFICATION NO. PA-0004		3. EFFECTIVE DATE 04-01-2013		4. REQUISITION/PURCHASE REQ. NO.		5. PROJECT NO. (IF APPLICABLE) 00CORP	
6. Issued By GSA, MANAGEMENT SERVICES CTR 400 15TH ST, SW RM 2757 (AQSA) AUBURN, WA 98001		Code		7. ADMINISTERED BY (If other than Item 6) GSA/FAS/QV0CE 401 WEST PEACHTREE ST ATLANTA, GA 30308		Code	
8. Name and Address of Contractor (No., street, county, State and ZIP Code) CREATIVE CORRECTIONS, L.L.C. 6675 CALDER AVE BEAUMONT, TX 777066001				(x)		9A. AMENDMENT OF SOLICITATION NO.	
						9B. DATED (SEE ITEM 11)	
				X		10A. MODIFICATION OF CONTRACT/ORDER NO. GS-00F-013AA	
						10B. DATED (SEE ITEM 13) FEB 12, 2013	
CODE		FACILITY CODE					

11. THIS ITEM ONLY APPLIES TO AMENDMENTS OF SOLICITATIONS

<input type="checkbox"/> The above numbered solicitation is amended as set forth in item 14. The hour and date specified for receipt of Offers	<input type="checkbox"/> is extended	<input type="checkbox"/> is not extended.
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Offer's must acknowledge receipt of this amendment prior to the hour and date specified in the solicitation or as amended, by one of the following methods:
 (a) By completing Items 8 and 15, and returning _____ copies of the amendment; (b) By acknowledging receipt of this amendment on each copy of the offer submitted; or
 (c) By separate letter or telegram which includes a reference to the solicitation and amendment numbers. **FAILURE OF YOUR ACKNOWLEDGEMENT TO BE RECEIVED AT THE PLACE DESIGNATED FOR THE RECEIPT OF OFFERS PRIOR TO THE HOUR AND DATE SPECIFIED MAY RESULT IN REJECTION OF YOUR OFFER.** If by virtue of this amendment you desire to change an offer already submitted, such change may be made by telegram or letter, provided each telegram or letter makes reference to the solicitation and this amendment, and is received prior to the opening hour and date specified.

12. ACCOUNTING AND APPROPRIATION DATA (If required)

**13. THIS ITEM APPLIES ONLY TO MODIFICATIONS OF CONTRACTS/ORDERS,
IT MODIFIES THE CONTRACT/ORDER NO. AS DESCRIBED IN ITEM 14.**

[]	A. THIS CHANGE ORDER IS ISSUED PURSUANT TO : (Specify authority) THE CHANGES SET FORTH IN ITEM 14 ARE MADE IN THE CONTRACT ORDER NO. IN ITEM 10A.
[X]	B. THE ABOVE NUMBERED CONTRACT/ORDER IS MODIFIED TO REFLECT THE ADMINISTRATIVE CHANGES (such as changes in paying office, appropriation date, etc.) SET FORTH IN ITEM 14, PURSUANT TO THE AUTHORITY OF FAR 43.103(b). FAR 43.103 (b) (1), Administrative
[]	C. THIS SUPPLEMENTAL AGREEMENT IS ENTERED INTO PURSUANT TO AUTHORITY OF :
[]	D. OTHER (Specify type of modification and authority)

E. IMPORTANT: Contractor ☒ is not, ☐ is required to sign this document and return _____ copies to the issuing office.

14. DESCRIPTION OF **AMENDMENT/MODIFICATION** (Organized by UCF section headings, including solicitation/contract subject matter where feasible.)

The above numbered contract under Federal Supply Schedule Industrial Group 00CORP – Consolidated is modified as follows:

This modification was automatically generated from the eMod system to correct the authorized negotiator's information to match the digital certificate; no attachments were uploaded by the contractor.

Except as provided herein, all terms and conditions of the document referenced in item 9A or 10A, as heretofore changed, remains unchanged and in full force and effect.

15A. NAME AND TITLE OF SIGNER (Type or print)		16A. NAME AND TITLE OF CONTRACTING OFFICER (Type or print) Carol L. McKenzie Contracting Officer	
15B. CONTRACTOR/OFFEROR	15C. DATE SIGNED	16B. UNITED STATES OF AMERICA BY ex (b)(6) (Signature of Contracting Officer)	16C. DATE SIGNED 2/21/2013
(Signature of person authorized to sign)			

AMENDMENT OF SOLICITATION/MODIFICATION OF CONTRACT			1.Contract ID Code	Page of Pages 1 1
Amendment/Modification No. PA-0006	3. Effective Date: Feb 13, 2013	4. Requisition/Purchase Req. No.	5. Project No. (If Applicable) 874	
6. Issued By: General Service Administration GSA, MANAGEMENT SERVICES CTR 400 15TH ST, SW RM 2757 (AQSA) AUBURN WA 98001			7. Administered By: (If Other) GSA/FAS/QVOCE 401 WEST PEACHTREE ST ATLANTA, GA 30308	
8. Name and Address of Contractor (No. Street, County, State and Zip Code) CREATIVE CORRECTIONS, L.L.C. 6675 CALDER AVE BEAUMONT, TX 777066001			9A Amendment of Solicitation No:	
			9B. Dated (See Item 11)	
			10A. Modification of Contract/Order No. GS-10F-0329U 10B. Dated (See Item 13) Aug 18, 2008	
Code _____ Facility Code _____				
11. THIS ITEM ONLY APPLIES TO AMENDMENTS OF SOLICITATIONS				
<div style="display: flex; justify-content: space-between;"> <div style="width: 45%;"> <input type="checkbox"/> The above numbered solicitation is amended as set forth in item 14. The hour and date specified for receipt of Offers </div> <div style="width: 10%; text-align: center;"> <input type="checkbox"/> is extended </div> <div style="width: 45%; text-align: center;"> <input type="checkbox"/> is not extended. </div> </div>				
Offerors must acknowledge receipt of this amendment prior to the hour and date specified in the solicitation or as amended, by one of the following methods. (a) By completing items 8 and 15, and returning copies of the amendment; (b) By acknowledging receipt of this amendment on each copy of the offer submitted; or (c) By separate letter or telegram which includes a reference to the solicitation and amendment numbers. FAILURE OF YOUR ACKNOWLEDGEMENT TO BE RECEIVED AT THE PLACE DESIGNATED FOR THE RECEIPT OF OFFERS PRIOR TO THE HOUR AND DATE SPECIFIED MAY RESULT IN REJECTION OF YOUR OFFER. If by virtue of this amendment you desire to change an offer already submitted, such change may be made by telegram or letter, provided each telegram or letter makes reference to the solicitation and this amendment and is received prior to the opening hour and date specified.				
12. ACCOUNTING AND APPROPRIATION DATA (If required)				
13. THIS ITEM APPLIES ONLY TO MODIFICATIONS OF CONTRACTS/ORDERS, IT MODIFIES THE CONTRACT/ORDER NO. AS DESCRIBED IN ITEM 14.				
A. THIS CHANGE ORDER IS ISSUED PURSUANT TO: (Specify authority) THE CHANGES SET FORTH IN ITEM 14 ARE MADE IN THE CONTRACT ORDER NO. IN ITEM 10A.				
X	B. THE ABOVE NUMBERED CONTRACT/ORDER IS MODIFIED TO REFLECT THE ADMINISTRATIVE CHANGES (such as changes in paying office, appropriation data, etc.) SET FORTH IN ITEM 14. PURSUANT TO THE AUTHORITY OF FAR 43.103(b). Type of contract modifications Unilateral <u>See Block 13 Notes...</u>			
C. THIS SUPPLEMENTAL AGREEMENT IS ENTERED INTO PURSUANT TO AUTHORITY OF:				
D. OTHER (Specify type of modification and authority):				
E. IMPORTANT: Contractor: is not <input checked="" type="checkbox"/> , is <input type="checkbox"/> required to sign this document and return, ___ copies to the issuing office.				
14. DESCRIPTION OF MODIFICATION (Organized by UCF section headings, including solicitation/contract subject matter where feasible.) The contractor's list of authorized negotiators is updated to correct ex (b)(6) name to match her digital certificate. Her name now reads ex (b)(6) . No documents were uploaded by the contractor.				
15A. NAME AND TITLE OF SIGNER (Type or Print)		16A. NAME AND TITLE OF CONTRACTING OFFICER (Type or Print)		
Mod submitted by Percy H Pitzer		Carol L. McKenzie		
15B. CONTRACTOR/OFFEROR	15C. DATE SIGNED	16B. UNITED STATES OF AMERICA	16C. DATE SIGNED	
Signature Not Required <small>(Signature of person authorized to sign)</small>		By Signed electronically See above <small>(Signature of Contracting Officer)</small>	Feb 13, 2013	

Block 13 Notes

Block 13.B:

K-FSS-1, Authorized Negotiators

AMENDMENT OF SOLICITATION/MODIFICATION OF CONTRACT			1.Contract ID Code	Page of Pages 1 2
Amendment/Modification No. PA-0004	3. Effective Date: Jan 18, 2013	4. Requisition/Purchase Req. No.	5. Project No. (If Applicable) 874	
6. Issued By: General Service Administration GSA, MANAGEMENT SERVICES CTR 400 15TH ST, SW RM 2757 (AQSA) AUBURN WA 98001			7. Administered By: (If Other) GSA/FAS/QVOCE 401 WEST PEACHTREE ST ATLANTA, GA 30308	
8. Name and Address of Contractor (No. Street, County, State and Zip Code) CREATIVE CORRECTIONS, L.L.C. 6675 CALDER AVE BEAUMONT, TX 777066001			9A Amendment of Solicitation No:	
			9B. Dated (See Item 11)	
			10A. Modification of Contract/Order No. GS-10F-0329U	
			10B. Dated (See Item 13) Aug 18, 2008	
Code		Facility Code		
11. THIS ITEM ONLY APPLIES TO AMENDMENTS OF SOLICITATIONS				
<div style="display: flex; justify-content: space-between;"> <div> <input type="checkbox"/> The above numbered solicitation is amended as set forth in item 14. The hour and date specified for receipt of Offers </div> <div> <input type="checkbox"/> is extended </div> <div> <input type="checkbox"/> is not extended. </div> </div>				
Offerors must acknowledge receipt of this amendment prior to the hour and date specified in the solicitation or as amended, by one of the following methods. (a) By completing items 8 and 15, and returning copies of the amendment; (b) By acknowledging receipt of this amendment on each copy of the offer submitted; or (c) By separate letter or telegram which includes a reference to the solicitation and amendment numbers. FAILURE OF YOUR ACKNOWLEDGEMENT TO BE RECEIVED AT THE PLACE DESIGNATED FOR THE RECEIPT OF OFFERS PRIOR TO THE HOUR AND DATE SPECIFIED MAY RESULT IN REJECTION OF YOUR OFFER. If by virtue of this amendment you desire to change an offer already submitted, such change may be made by telegram or letter, provided each telegram or letter makes reference to the solicitation and this amendment and is received prior to the opening hour and date specified.				
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A. THIS CHANGE ORDER IS ISSUED PURSUANT TO: (Specify authority) THE CHANGES SET FORTH IN ITEM 14 ARE MADE IN THE CONTRACT ORDER NO. IN ITEM 10A.				
X	B. THE ABOVE NUMBERED CONTRACT/ORDER IS MODIFIED TO REFLECT THE ADMINISTRATIVE CHANGES (such as changes in paying office, appropriation data, etc.) SET FORTH IN ITEM 14. PURSUANT TO THE AUTHORITY OF FAR 43.103(b). Type of contract modifications Unilateral <u>See Block 13 Notes...</u>			
C. THIS SUPPLEMENTAL AGREEMENT IS ENTERED INTO PURSUANT TO AUTHORITY OF:				
D. OTHER (Specify type of modification and authority):				
E. IMPORTANT: Contractor: is not <input checked="" type="checkbox"/> , is <input type="checkbox"/> required to sign this document and return, ___ copies to the issuing office.				
14. DESCRIPTION OF MODIFICATION (Organized by UCF section headings, including solicitation/contract subject matter where feasible.) Contract GS-10F-0329U is hereby modified to make the following administrative changes: Deleted ----- MARY E. MITTON Contracting Officer Phone: ex (b)(6) Email: mary.mitton@gsa.gov <div style="text-align: right;">Continue next page...</div>				
15A. NAME AND TITLE OF SIGNER (Type or Print) GSA Initiated Mod		16A. NAME AND TITLE OF CONTRACTING OFFICER (Type or Print) Mary E. Mitton		
15B. CONTRACTOR/OFFEROR Signature Not Required <small>(Signature of person authorized to sign)</small>	15C. DATE SIGNED	16B. UNITED STATES OF AMERICA By Signed electronically See above <small>(Signature of Contracting Officer)</small>	16C. DATE SIGNED Jan 18, 2013	

Continuation of Description...

Deleted

Michael D. Dixon

Contracting Specialist

Phone: ex (b)(6)

Email: michael.dixon@gsa.gov

Added

CAROL L. MCKENZIE

Contracting Officer

Phone: 253-931-7887

Email: carol.mckenzie@gsa.gov

Added

Joseph T. McGuire

Contracting Specialist

Phone: 253-931-7237

Email: joseph.mcguire@gsa.gov

Block 13 Notes

Block 13.B:

In accordance with FAR 43.103(b)(1), administrative changes to the contract are to be done through unilateral modifications.

AMENDMENT OF SOLICITATION/MODIFICATION OF CONTRACT			1.Contract ID Code		Page of Pages 1 1		
Amendment/Modification No. PS-0008		3. Effective Date: Apr 01, 2013		4. Requisition/Purchase Req. No.		5. Project No. (If Applicable) CORPORATE	
6. Issued By: General Service Administration GSA, MANAGEMENT SERVICES CTR 400 15TH ST, SW RM 2757 (AQSA) AUBURN WA 98001				7. Administered By: (If Other) GSA/FAS/QVOCE 401 WEST PEACHTREE ST ATLANTA, GA 30308			
8. Name and Address of Contractor (No. Street, County, State and Zip Code) CREATIVE CORRECTIONS, L.L.C. 6675 CALDER AVE BEAUMONT, TX 777066001				9A Amendment of Solicitation No:			
				9B. Dated (See Item 11)			
				X			
				10A. Modification of Contract/Order No. GS-00F-013AA 10B. Dated (See Item 13) Apr 01, 2013			
Code		Facility Code					
11. THIS ITEM ONLY APPLIES TO AMENDMENTS OF SOLICITATIONS							
<div style="display: flex; justify-content: space-between;"> <div> <input type="checkbox"/> The above numbered solicitation is amended as set forth in item 14. The hour and date specified for receipt of Offers </div> <div> <input type="checkbox"/> is extended </div> <div> <input type="checkbox"/> is not extended. </div> </div>							
Offerors must acknowledge receipt of this amendment prior to the hour and date specified in the solicitation or as amended, by one of the following methods. (a) By completing items 8 and 15, and returning copies of the amendment; (b) By acknowledging receipt of this amendment on each copy of the offer submitted; or (c) By separate letter or telegram which includes a reference to the solicitation and amendment numbers. FAILURE OF YOUR ACKNOWLEDGEMENT TO BE RECEIVED AT THE PLACE DESIGNATED FOR THE RECEIPT OF OFFERS PRIOR TO THE HOUR AND DATE SPECIFIED MAY RESULT IN REJECTION OF YOUR OFFER. If by virtue of this amendment you desire to change an offer already submitted, such change may be made by telegram or letter, provided each telegram or letter makes reference to the solicitation and this amendment and is received prior to the opening hour and date specified.							
12. ACCOUNTING AND APPROPRIATION DATA (If required)							
13. THIS ITEM APPLIES ONLY TO MODIFICATIONS OF CONTRACTS/ORDERS, IT MODIFIES THE CONTRACT/ORDER NO. AS DESCRIBED IN ITEM 14.							
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B. THE ABOVE NUMBERED CONTRACT/ORDER IS MODIFIED TO REFLECT THE ADMINISTRATIVE CHANGES (such as changes in paying office, appropriation data, etc.) SET FORTH IN ITEM 14. PURSUANT TO THE AUTHORITY OF FAR 43.103(b).							
X C. THIS SUPPLEMENTAL AGREEMENT IS ENTERED INTO PURSUANT TO AUTHORITY OF: See Block 13 Notes...							
D. OTHER (Specify type of modification and authority):							
E. IMPORTANT: Contractor: is not <input type="checkbox"/> , is <input checked="" type="checkbox"/> required to sign this document and return, ___ copies to the issuing office.							
14. DESCRIPTION OF MODIFICATION (Organized by UCF section headings,including solicitation/contract subject matter where feasible.) Add Special Item Numbers (SINs) C874-7 / C874-7RC and labor categories. See SF30 Continuation page							
15A. NAME AND TITLE OF SIGNER (Type or Print)				16A. NAME AND TITLE OF CONTRACTING OFFICER (Type or Print)			
15B. CONTRACTOR/OFFEROR		15C. DATE SIGNED		16B. UNITED STATES OF AMERICA		16C. DATE SIGNED	
See		above		By See above			
(Signature of person authorized to sign)				(Signature of Contracting Officer)			

Block 13 Notes

Block 13.C:

GSAM 552/243-72, Modifications

List of Documents for the eMod Package:

File Name: Creative Corrections LaborCategoryDiscrSubmissions.pdf: 3/22/2013 12:00:00 AM
Description: Vendor Defined

File Name: CC PS-0008 SF30 and Attachments.pdf Submit Date: 03/29/2013 09:12:17:83
Description: Page 2



Contract Holder

GS-00F-013AA

GENERAL SERVICES ADMINISTRATION FEDERAL SUPPLY SERVICE
AUTHORIZED FEDERAL SUPPLY SCHEDULE PRICE LIST
THE CONSOLIDATED SUPPLY
FEDERAL SUPPLY SCHEDULE 00CORP
C874; C871

CONTRACT NUMBER: GS-00F-013AA

CREATIVE CORRECTIONS, L.L.C.

6675 Calder Ave.

Beaumont, TX 77706

409-866-9920 (Ofc)

409-866-9922 (Fax)

www.creativecorrections.com

Contractor's Administration:

Percy Pitzer

ex (b)(6)

Business Size: Small; Woman Owned

CONTRACT PERIOD OF PERFORMANCE: April 1, 2013 – August 17, 2018

Pricelist current through contract modification # PS-0008

Company Overview

Creative Corrections, a female, minority-owned small business was founded in September of 2002 in Las Vegas, Nevada. The Officers of the company are Sununt Pitzer, President and CEO, who has owned and operated a number of small businesses in the United States and Thailand, and Percy H. Pitzer, Executive Vice President & COO, who brings over thirty five (35) years of correctional expertise and knowledge to his role.

Creative Corrections, provides a variety of consulting and support services to state, local, county, and federal agencies throughout the United States and internationally. Creative Corrections retains highly qualified legal/law enforcement/correctional/detention/administrative staff with varied backgrounds enabling us to provide a wide range of services.

Services include, but are not limited to:

- Administrative
- Professional Staffing Services
- Building Design and Construction oversight
- Security and Operational controls
- Food Service
- Health Care
- Environmental Health and Safety
- Prison Rape Elimination Act compliance
- Staff Development
- Human Capital
- Human Resources
- Correctional and Law Enforcement Training
- Risk and Needs Assessments
- Prison administration and Litigation
- Civil Rights and Civil Liberties investigations
- Compliance monitoring

Creative Corrections offers several unique programs for correctional institutions:

- Compliance Monitoring on any platform or set of standards required
- Use of Force, Leadership, and Management of Correctional Facilities training programs
- After Action Reviews following any incident encountered by facility management
- Prison Design, Construction, and Activation Management
- Expert Witness Services as required for any detention or correctional issue
- Strategic Planning, short, medium and long term planning
- Prison System Assessments
-

Creative Corrections is considered to be the leader in individualized expertise covering the fields of Criminal Justice and Law Enforcement and is unparalleled and unmatched in regards to the level of experience and personnel availability. The five member executive team of Creative Corrections has over 127 years of Correctional and Criminal Justice Experience and all maintain personnel security clearances.

**CREATIVE CORRECTIONS, L.L.C.
PRICE LIST**

SINS	Labor Categories	Prices
C874-1 and C874-1RC	Sr. Project Manager (SPM)	ex (b)(4)
C874-1 and C874-1RC	Subject Matter Expert I (SME1)	
C874-1 and C874-1RC	Admin. Clerical Support	
C-874-7	Administrative Assistant III	
C-874-7	Administrative Assistant IV	
C-874-7	Project Assistant	
C-874-7	Computer Programmer I	
C-874-7	Computer Programmer II	
C-874-7	Logistics Management Specialist	
C-874-7	Vetting Coordinator	
C-874-7	Public Affairs Specialist	
C-874-7	Business System Analyst	
C-874-7	Program Analyst I	
C-874-7	Program Analyst II	
C-874-7	Program Specialist II	
C-874-7	Program Manager I	
C-874-7	Program Manager II	
C-874-7	Senior Office Administrator	
C-874-7	Senior Human Resource Specialist	
C-874-7	Executive Assistant	
C-874-7	IT Support Professional	
C-874-7	Network Engineer/Implementation Specialist	
C-874-7	Management Analyst I	
C-874-7	Management Analyst II	
C-874-7	Statistician	
C-874-7	SharePoint Administrator	

SCA MATRIX

SCA Eligible Contract Labor Categories:	SCA Equivalent Code Title:	Wage Determination Number
Administrative Clerical Support	01020 - Administrative Assistant	#2005-2103 Rev. #12

***“The Service Contract Act (SCA) is applicable to this contract and it includes one SCA applicable labor category. The prices for the indicated SCA labor category is based on the U.S. Department of Labor Wage Determination Number(s) identified in the matrix. The price offered based on the preponderance of where work is performed and should the contractor perform in an area with lower SCA rates, resulting in lower wages being paid, the task order prices will be discounted accordingly.”

Additional Company Information

FSS SIN(s): C874-1; C874-1RC; C874-7; C871-7, & C871-7RC

Contract Number: GS-00F-013AA

Contract Period: April 1, 2013 – August 18, 2018

Contractor's Name: CREATIVE CORRECTIONS, L.L.C.

Contractor's Address: 6675 Calder Ave. , Beaumont, TX 77706

Business Size: Small Business; Woman Owned

Data Universal Numbering System (DUNS): ex (b)(4)

Contractor's Taxpayer Identification Number (TIN): ex (b)(4)

CAGE Code:..... 3RHM8

1a. Special Item Numbers for this Contract:

SIN	DESCRIPTION
C874-1 & C874-1RC	Integrated Consulting Services
C874-7	Integrated Business Program Support Services
C871-7 & C874-7RC	Construction Management

1b. Lowest Priced Model Number and Lowest Unit Price: N/A

1c. Creative Corrections Hourly Rates: Labor Category Rates and Descriptions follow. Note: Labor hours cited do not include supplies, materials, or other incidental costs.

2. Maximum Order: \$1,000,000.00

3. Minimum Order: \$ 100.00

4. Geographic Scope of Contract: Domestic and Overseas

5. Point(s) of Production: Same as company address.

6. Discount from list prices or statement of net price: Government net prices (discounts already deducted) See Attachment..

7. Quantity Discounts: Already deducted

8. Prompt Payment Terms: Net 30 Days.

9a. Notification that Government purchase cards are accepted up to the micro-purchase threshold: Yes

9b. Notification whether Government purchase cards are accepted or not accepted above the micro-purchase threshold: will accept over \$2,500

10. Foreign Items: None

11a. Time of Delivery: Specified on individual Delivery/Task Orders.

- 11b. Expedited Delivery:** Contact Contractor
- 11c. Overnight & 2-Day Delivery:** Contact Contractor
- 11d. Urgent Requirements:** Contact Contractor
- 12. F.O.B. Point(s):** Destination
- 13a. Contractor's Ordering Address:** Same as Contractor
- 13b. Ordering Procedures:** For supplies and services, the ordering procedures, information on Blanket Purchase Agreements (BPA's), and a sample BPA can be found at the GSA/FSS Schedule homepage (fss.gsa.gov/schedules).
- 14. Contractor's Payment Address:** Same as company address
- 15. Warranty Provision:** Contractor's standard commercial warranty.
- 16. Export Packing Charges:** N/A.
- 17. Terms and Conditions of Government Purchase Card Acceptance:** Contact Contractor
- 18. Terms and Conditions of Rental, Maintenance and Repair :** N/A
- 19. Terms and Conditions of Installation:** N/A
- 20. Terms and Conditions of Repair Parts:** N/A
- 20a . Terms and Conditions for any other services:** N/A
- 21. List of Service and Distribution Points:** N/A
- 22. List of Participating Dealers:** N/A
- 23. Preventative Maintenance:** Not applicable to services.
- 24a . Environmental Attributes:** Not Applicable to Services
- 24b. Section 508 Compliance:** N/A
- 25. Data Universal Numbering System (DUNS) Number:** ex (b)(4)
- 26. Notification regarding registration in Central Contractor Registration (CCR) database:** Registered

LABOR CATEGORY DESCRIPTIONS

SIN C-874-1

Senior Project Manager

Experience Necessary:

10 years of related experience

Position Description

This position provides a full range of professional and administrative services, i.e., auditing, consulting, facilitation, and project leadership in the management of a project or task by tracking and monitoring the completion of the assigned project. Strong background in detention/incarceration related issues is required. This position is responsible for leading the project team assigned for the duration of a project or may function as ongoing lead within a group associated with one or more technical areas. This position is the central point of communication for customer and personnel should any questions/needs arises. The person in this position provides agencies advise support during the audits to facilitate compliance with mandates, and to enable the agencies to improve mission requirements. The individual must possess diligent and highly organized administrative skills. They will facilitate and lead team discussions and meetings. The individual will interact continuously with government representatives to present results, discuss concerns, and ensure total product/service satisfaction. They will lead the task and retain overall task responsibility for performance.

Education Requirements

The minimal academic requirement for this position is a Master's Degree (MA/MS), or equivalent experience. Staff in this position may substitute experience for academic requirements:

5 years equates to a BA/BS Degree

8 years equates to a MA/MS Degree

This person is required to maintain current credentials by attending work related courses and workshops, and staying current on government regulations related to the assigned duties.

SIN C-874-1

Subject Matter Expert I

Experience Necessary:

10 years of related experience

Position Description

This position is responsible for carrying out higher-level professional and/or administrative work involved in programs, projects and operations. The individual identifies and addresses issues affecting detention/incarceration performance; therefore, he/she must possess a strong background in detention and incarceration issues. This individual is an experienced professional operating independently with minimal guidance from the Senior Project Manager. On assignment at the government agency, this individual does auditing and consulting drawing conclusions which are outlined in a report to the agency, including deficiencies and outstanding accomplishments. He/she also provides recommendations to improve operations and comply with applicable regulations and mandates.

Education Requirements

The minimal academic requirement for this position is a Bachelor Degree (BA/AS), or equivalent experience. Staff in this position may substitute experience for academic requirements.

5 years equates to a BA/BS Degree

8 years equates to a MA/MS Degree

Staffs in this position are expected to stay knowledgeable and current about applicable government regulations. Creative Corrections will also provide training as needed to ensure this objective is accomplished.

Experience Necessary:

0-4 years relevant experience

Position Description

This person in this position performs administrative management task such as word processing, spreadsheet development, administrative typing. They help produce and prepare deliverables, maintain schedules, documents, and prepares/records meeting minutes. They are knowledgeable in computer based documentation and presentation techniques. The individual will prepare both graphical and narrative presentation materials, including research and analytical support. General and minimal assistance will be provided to staff working under various contracts to include the GSA Contract; however, this is not a significant amount of work and it is for the primary purpose of executive, administrative, or professional services as described in 29 CFR 541.

Education Requirements

High School Diploma required at a minimum; prefer Bachelor's Degree

Candidates may substitute experience for academic requirements:

5 years equates to a BA/BS degree

SIN C-871-7**Senior Project Manager****Experience Necessary:**

10 years of professional construction oversight related experience

Position Description

This position provides a full range of professional and administrative services, i.e., auditing, consulting, facilitation, and project leadership in the management of projects or task by tracking and monitoring the completion of the assigned project. The SPM will have the technical expertise to provide construction management services for planning, monitoring, oversight, and activation of projects related to, but not limited to, the building of correctional/detention facilities. He/she is required to have a strong background in detention/incarceration standards related issues. This position is responsible for leading the project team assigned for the duration of a project or may function as ongoing lead within a group associated with one or more technical areas. This position is the central point of communication for customer and personnel should any questions/needs arises. The person in this position provides agencies advice and support during the assessment to facilitate compliance with mandates, and to enable the agencies to improve mission requirements. The individual must possess diligent and highly organized administrative skills. They will facilitate and lead team discussions and meetings. The individual will interact continuously with government representatives to present results, discuss concerns, and ensure total product/service satisfaction. They will lead the task and retain overall task responsibility for performance. During the Project Design Phase the SPM will include design technical reviews; code compliance reviews; constructability reviews; analysis of Value Engineering proposals, market studies, cost checks, cost estimates, and cost control/monitoring; site investigation, surveys, studies; and scheduling and design scope changes. During the Project Procurement Phase, services include providing assistance to the Contracting Officer; answering bid/RFP questions; attending and participating in site visits and pre-bid conferences; preparing and issuing solicitation amendments for review and approval by the Contracting Officer; and performing cost/bid/proposal analysis. He/She will perform routine site inspections; monitor project financial data; and organize and participate in meetings and workshops.

Education Requirements

The minimal academic requirement for this position is a Master's Degree (MA/MS), or equivalent experience. Staff in this position may substitute experience for academic requirements:

5 years equates to a BA/BS Degree

8 years equates to a MA/MS Degree

This person is required to maintain current credentials by attending work related courses and workshops, and staying current on government regulations related to the assigned duties.

Experience Necessary:

10 years of professional construction oversight related experience

Position Description

This position is responsible for carrying out higher-level professional and/or administrative work involved in programs, projects and operations. The individual identifies and addresses issues affecting construction oversight and facilitation. This individual is an experienced professional operating independently with minimal guidance from Supervision. On assignment this individual conducts; auditing, training, operational mentoring, consulting, investigative, intra-and inter-agency coordination, facilitation, and project leadership in the management of a project or task by tracking and monitoring the completion of the assigned project. The SME will conduct design technical reviews; code compliance reviews; constructability reviews; analysis of Value Engineering proposals, market studies, cost checks, cost estimates, and cost control/monitoring; site investigation, surveys, studies; and scheduling and design scope changes. In addition, he/she will provide assistance to the SPM in attending and participating in site visits and pre-bid conferences; preparing and issuing solicitation amendments for review and approval by the Contracting Officer; and performing cost/bid/proposal analysis. He/She will perform routine site inspections; monitor project financial data; and organize and participate in meetings and workshops. Wherein this person may represent as the central point of contact for assigned task, he/she must possess diligent and highly organized communication and administrative skills. He/she provides recommendations to improve operations and comply with applicable regulations and mandates.

Education Requirements

The minimal academic requirement for this position is a Bachelor Degree (BA/AS), or equivalent experience. Staff in this position may substitute experience for academic requirements.

5 years equates to a BA/BS Degree

8 years equates to a MA/MS Degree

Staffs in this position are expected to stay knowledgeable and current about applicable government regulations.

Experience Necessary:

0-4 year's experience in the field or in a related area

Position Description

Supporting program management, this person performs administrative management task such as word processing, spreadsheet development, and administrative typing. They help produce and prepare deliverables, maintain schedules, and prepares/records meeting minutes. They are knowledgeable in computer based documentation and presentation techniques. The individual will prepare both graphical and narrative presentation materials, including research and analytical support. General and minimal assistance will be provided to staff working under various contracts to include the GSA Contract

Minimum Education Requirements

High School Diploma required at a minimum; prefer Bachelor's Degree

Candidates may substitute experience for academic requirements:

5 years equates to a BA/BS degree

Experience Necessary:

10 years experience in the field or in a related area.

Functional Responsibility

The Administrative Assistant III assists in the management and goals of the program/project. Duties include composing correspondence on own initiative about administrative matters and general office policies for supervisor's approval; anticipates and prepares materials needed by supervisor for conferences, correspondence, appointments, meetings, telephone calls, etc., and informs supervisor on matters to be considered; reads publications, regulations, and directives and takes action; refers those that are important to the supervisor and staff. Prepares special or one-time reports, summaries, or replies to inquiries, selecting relevant information from variety of sources such as reports, documents, correspondence, other office, etc., under general directions; advises personnel in subordinate office(s) for periodic or special conferences, reports, inquiries. Makes arrangements for conferences and meetings and assembles established background materials, as directed. May attend meetings and record and report on the proceedings; reviews outgoing materials and correspondence for internal consistency and conformance with supervisor's procedures; assures that proper clearances have been obtained, when needed. Ability to obtain a security clearance may be required for this position

Minimum Education/Training/Certifications

Bachelor's Degree from an accredited institution.

Candidates may substitute experience for academic requirements:

5 years equates to a BA/BS degree

8 years equates to a MA/MS Degree

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Experience Necessary:

11 years experience in the field or in a related area.

Functional Responsibility

The Administrative Assistant IV provides support to program/project management by performing administrative services such as: scheduling meetings; maintaining files; preparing travel orders and vouchers; reserving conference rooms; receiving callers; assisting with graphics preparation and presentations; photocopying; completing reports; and other general office duties as assigned. He/she must be able to work independently and complete all duties assigned

In addition the Administrative Assistant IV performs administrative management tasks such as word processing, spreadsheet development, and data entry. Helps produce and prepare deliverables, maintain schedules, documents, and prepares/records meeting minutes. Knowledgeable in computer based documentation and presentation techniques. Prepares both graphical and narrative presentation materials, including research and analytical support. Compile, research, and analyze issues, queries, and topics and provide coordinated findings to management using excellent communication, written and or computer skills. Ability to obtain a security clearance may be required for this position.

Minimum Education/Training/Certifications

Bachelor's Degree from an accredited institution.

Candidates may substitute experience for academic requirements:

5 years equates to a BA/BS degree

8 years equates to a MA/MS Degree

.

Experience Necessary:

2 years experience in the field or in a related area.

Functional Responsibility

The Project Assistant provides administrative grant activity support to senior management such as preparing solicitations; coordinate the publication of approved grants and/or solicitations; act as point of contact for questions from applicants; receive and log proposals; prepare funding memos; monitor and maintain website content and create and update internal databases. These duties require experience in word processing, spreadsheet development, and administrative typing. Primary responsibility of the Project Assistant is to support the management of program/project goals. Ability to obtain a security clearance may be required for this position.

Minimum Education/Training/Certifications

Bachelor's Degree from an accredited institution.

Candidates may substitute experience for academic requirements:

5 years equates to a BA/BS degree

8 years equates to a MA/MS Degree

SIN C-874-7**Computer Programmer I****Experience Necessary**

Experience in computer related field developing enterprise-level software. Advanced expert knowledge of Microsoft platforms.

Functional Responsibility

The Computer Programmer I assists by developing and analyzing programming tasks which concern data items and steps, e.g. drawing flow charts, writing operator instructions, or coding and testing routines to accumulate counts, tallies, or summaries. This worker may perform routine programming assignments (as described in Level II) under supervision, to assist in the management and goals of the program/project.

Provides standard database administration and support; develops database components, new system features, and interaction and backend service components. The Computer Programmer I supports, assists and advises on localized changes necessary to bring programs into compliance and usability. Ability to obtain a security clearance may be required for this position.

Minimum Education/Training/Certifications

Bachelor's Degree in Computer Science from an accredited institution.

A Bachelor's degree can be substituted for:

- a) an Associate's Degree from an accredited institution and two years of relevant experience or
- b) four years of relevant experience

Experience Necessary:

Minimum 5 or more years experience working in a computer related field

Functional Responsibility

Support, assist, and advise managing and monitoring technological platforms and projects being implemented. Analyze and develop database. Work with staff to integrate the database changes. Load datasets into the database. Update Analytics. Provide standard database administration and support. Develop disaster recovery procedures. Test and certify disaster recovery procedures. Test and debug the complete analytics and intelligence solution. Assists in the development and implementation of new technological platforms, functionality and maintenance. Develop user interaction and backend services components. Develop database components. Develop and maintain new system features. Provide guidance and techniques to team members. Follow defined coding standards, procedures, and quality guidelines.

This Computer Programmer performs routine programming assignments that require knowledge of established programming procedures and data processing requirements. The Computer Programmer II maintains and modifies routine programs, makes by amending program flow charts, developing detailed processing logic, and coding changes, tests and documents modifications and writes operator instructions, may write routine new programs using prescribed specifications. May evaluate simple interrelationships in the immediate programming area confers with user representatives to gain an understanding of the situation sufficient to formulate the needed change, and implements the change. This Worker reviews objectives and assignment details with higher level staff to insure thorough understanding; uses judgment in selecting among authorized procedures and seeks assistance when guidelines are inadequate, significant deviations are proposed, or when unanticipated problems arise. Ability to obtain a security clearance may be required for this position.

Minimum Education/Training/Certifications

Bachelor's Degree or Training in computer related field.

A Bachelor's degree can be substituted for:

- c) an Associate's Degree from an accredited institution and two years of relevant experience or
- b) four years of relevant experience

Experience Necessary:

Minimum 5 years experience in related field.

Functional Responsibility

The Coordinator will work closely and assist by providing logistical support and administrative assistance with respect to the various projects. Organize training events and support interaction. Organize, and will provide logistical support for, large events and conferences for up to 100 participants. Provide assistance in the preparation for, organization of, and presentation of conferences and training. Maintain records to be used to prepare monthly reports and update documents reflecting objectives and milestones. Aid in drafting monthly report details pertinent activities relative to overall goals drafting reports and cables detailing pertinent activities. Ability to obtain a security clearance may be required for this position.

Minimum Education/Training/Certifications

H.S. Diploma and a minimum of 5 years experience in related field

Experience Necessary:

Minimum 5 – 7 years experience in related field as well as 1 year of government liaison experience.

Functional Responsibility

The Coordinator will work closely and assist by providing logistical support and administrative assistance with respect to various projects. Organize training events and support interaction. Organize, and will provide logistical support for, large events and conferences for up to 100 participants. Provide assistance in the management of databases and ensuring said information is imported appropriately into necessary databases. Maintain records to be used to prepare monthly reports and update documents reflecting objectives and milestones. Aid in drafting monthly report details pertinent activities relative to overall goals drafting reports and cables detailing pertinent activities. Ability to obtain a security clearance may be required for this position.

Minimum Education/Training/Certifications

Bachelor's Degree from an accredited institution.

Candidates may substitute experience for academic requirements:

5 years equates to a BA/BS degree

8 years equates to a MA/MS Degree

Experience Necessary:

0-5 years experience in the business communication, broadcast journalism, media relations and/or public affairs.

Functional Responsibility

Assignments involve developing information materials and disseminating them using standard written and interpersonal communication practices and techniques, analyzing needs and determining most appropriate approach to use and advising program specialists on media relations issues. Assist in serving as a liaison with all media/press outlets: print, television and radio.

The public affairs specialist determines the most appropriate communication methods and techniques to employ in achieving maximum effectiveness in written and oral presentations by determining the information needs of the public. Based on analysis of information needs, determined through an analysis of public and media feedback, recommends that changes be made in the design or dissemination of informational materials. Ability to obtain a security clearance may be required for this position.

Minimum Education/Training/Certifications

Bachelor's Degree from an accredited institution.

Candidates may substitute experience for academic requirements:

5 years equates to a BA/BS degree

8 years equates to a MA/MS Degree

Experience Necessary:

Minimum of 3 years experience with, and thorough knowledge of, operating system, microcomputers, and their peripherals when connected to a LAN< performing migrations to new environments and implementation of new methodologies.

Functional Responsibility

Provide customer support for a variety of problems with hardware, software, and peripherals. Assist users with software questions; troubleshoot malfunctions with authorized; software beyond the first level of support; and act as Support Liaison between users and technician, engineers, and other network and telecommunications specialists. Provide support: install and configure hardware, operating systems, and software; identify, implement, and maintain appropriate IT security measures, software patches, and upgrades, troubleshoot and correct software and hardware failures; develop and maintain appropriate documentation; and provide appropriate user training. Assist in evaluating the technical capabilities, capacity, and relative cost of information technology equipment, and make recommendations for the acquisition of new/replacement equipment, or for revising configurations of existing equipment. Assist in planning prioritizing, and coordination support processes for IT hardware and software upgrades and repairs. Demonstrate strong communication, presentation, and customer service skills and abilities. Assist with budget and funding preparation and planning. Assist in hardware and/or software asset management; including but not limited to: coordinating with vendors for the acquisition of equipment, documenting receipt of assets, delivery of assets, maintaining current inventory documentation of all IT related hardware, and completing excess procedures for the disposal of outdated hardware assets. Ability to obtain a security clearance may be required for this position.

Minimum Education/Training/Certifications

H.S. Diploma and Training in related IT Field

Experience Necessary:

4-7 years experience conducting SharePoint Services/Portal administration and maintenance.

Functional Responsibility

The Administrator will assist with intranet/SharePoint Web portals in order to consolidate and centralize the administration, maintenance, and development of intranet portals. The Administrator will manage customer facing websites; assist customers in producing professional grade, "theme-consistent" web layouts and design; develop intuitive, interactive SharePoint Web parts and workflows; install/configure Key Performance Indicators, Dashboards, Business Data Catalogs, form services, and other SharePoint tools and add-ins. The Administrator will aid in creating and delivering user training; and assist with data input efforts when needed.

The Administrator will provide support for the installation, upgrade, patch, configuration, administration, and support of all SharePoint services; assist with managing SharePoint application deployments and administration in accordance with applicable agency policies; aid with managing user permissions; design and develop custom web parts, reports, and dashboards for agency SharePoint sites; facilitate testing, defect resolution, and user acceptance; provide production deployment support; troubleshoot SharePoint issues; and optimize SharePoint content for indexing and searching. Ability to obtain a security clearance may be required for this position.

Minimum Education/Training/Certifications

Bachelor's Degree from an accredited institution.

Candidates may substitute experience for academic requirements:

5 years equates to a BA/BS degree

8 years equates to a MA/MS Degree

Experience Necessary:

3-5 years experience in a computer related field.

Functional Responsibility

The Analyst will ensure the needed automated management tools are at the highest level of performance to carry out the mission of the office, department or agency. Develop project management process recommendations and modify existing websites in support of operations. Modify and/or create new web pages using user interface best practices, including accessibility and usability. Use Microsoft Office SharePoint 2007. Create multimedia, including photo galleries, slideshows, and videos embedded in Web pages. Provide a comprehensive series of reports on a monthly and quarterly basis. The reports will include, but are not limited to, executive summaries, trend analysis, dashboard indicators, and supervisory level programmatic summaries. Develop web-based Project Management Information Systems (PMIS). The system shall include, but is not limited to, performance management; new project creation and tracking linking documents to projects for easy retrieval; and real-time project reporting. Perform analysis of linkages between work performed and Strategic Goals. Research trends in web designs, coding, and functionality, such as social media. Track developments in use of third-party sites. Outline options for management, senior staff, and applicable personnel.

Conduct research and gather information related to assigned projects or identified needs. Act as the lead agent to coordinate full project discovery. Facilitate team meetings during the course of discovery. Analyze business processes and tools related to each assigned project and data generated during each process. Identify, or if applicable, lead project teams to consensus on, project scope, and potential solutions. Generate business documentation that clearly articulates the objectives, scope, and business requirements of each assigned project to all relevant colleagues. Utilize corporate standard templates to capture business and functional requirements. Generate business documentation and specifications that clearly articulate the desired solution in whatever detail is appropriate to the solution. If there is in whole or in part a process solution, generate detailed process flows and descriptions. Communicate assimilated requirements and specifications in formats that are useful to business area experts and technical developers. Generate routine project status reports for assigned projects in the form and at times requested by management. Lead the design or participate with stakeholders to design new or reengineer existing processes to effect solutions. Utilizing process analysis and design expertise and based on project objectives, scope and requirements design new or reengineer existing processes to implement new or changed procedures, eliminate duplicate effort, and reduce errors, and increase efficiency and effectiveness of business processes. Oversee documentation, user training and implementation of each new process. Ability to obtain a security clearance may be required for this position.

Minimum Education/Training/Certifications

Bachelor's Degree from an accredited institution.

Candidates may substitute experience for academic requirements:

5 years equates to a BA/BS degree

8 years equates to a MA/MS Degree

Experience Necessary:

Minimum 1 year experience in related field

Functional Responsibility

Analyzes and interprets data from various sources. Compiles reports, charts, and tables based on established statistical methods. Requires a Bachelor's Degree in area of specialty and 0-2 years of experience in the field or in a related area. Has knowledge of commonly-used concepts, practices, and procedures within a particular field. Relies on instructions and pre-established guidelines to perform the functions of the job. Works under immediate supervision. Typically reports to a supervisor or manager. Ability to obtain a security clearance may be required for this position.

Minimum Education/Training/Certifications

Bachelor's Degree from an accredited institution.

Candidates may substitute experience for academic requirements:

5 years equates to a BA/BS degree

8 years equates to a MA/MS Degree

Experience Necessary:

Minimum of 10 years experience in enterprise-level technology system; to include, software architecture, design, data modeling, formal software development methodologies, solution deployment, training, and supervision.

Functional Responsibility

Responsible for the architecture, design, and implementation of functionality and maintenance (bug fixing) of technological platforms. Design user interaction and backend services components. Design database components. Design and maintain new features of the system. Aid in leading the development process effort; provide guidance on techniques to team member. Provide and maintain coding standards. Lead quality control process of system code. Demonstrated advanced knowledge platform architecture components, including the database, web services, user interface and how they interrelate with each other. Assist, support, and advise in the implementation of new technological platforms; design software programs and databases; design computer infrastructure; design and coordinate the execution of the software. Advanced project assignments in architecture and components, including database, web services, user interface and how they relate with each other. Ability to obtain a security clearance may be required for this position.

Minimum Education/Training/Certifications

Associate's Degree from an accredited institution and/or 20 years experience in a related field.

Experience Necessary:

3 – 5 years experience in related field

Functional Responsibility

Responsible for coordinating grants and projects; develops system for data collection, reporting criteria and grant records; researches and compiles statistics and data for grants/projects; creates, monitors and maintains audit files for program compliance; designs and implements procedures to fulfill objectives and criteria; may prepare memorandums of understanding for agencies; works with agencies to resolve concerns and issues; prepares reports including statistical summaries and comparisons; trains, coordinates, and reviews work of projects. Assists in monitoring revenue and expenditures, assists in marketing and presentations. Creates and maintains databases; enters and retrieves data; analyzes, creates, and presents reports from databases; assists in the development and administering of survey instruments, forms, and questionnaires. Prepare recommendations on contract actions; assist in the development and use of other program implementation mechanisms. Ability to obtain a security clearance may be required for this position.

Minimum Education/Training/Certifications

Bachelor's Degree from an accredited institution.

Candidates may substitute experience for academic requirements:

5 years equates to a BA/BS degree

8 years equates to a MA/MS Degree

Experience Necessary:

6 - 10 years' experience in related field

Functional Responsibility

Responsible for coordinating grants and projects; develops system for data collection, reporting criteria and grant records; researches and compiles statistics and data for grants/projects; creates, monitors and maintains audit files for program compliance; designs and implements procedures to fulfill objectives and criteria; may prepare memorandums of understanding for agencies; works with agencies to resolve concerns and issues; prepares reports including statistical summaries and comparisons; trains, coordinates, and reviews work of projects. Assists in monitoring revenue and expenditures, assists in marketing and presentations. Creates and maintains databases; enters and retrieves data; analyzes, creates, and presents reports from databases; assists in the development and administering of survey instruments, forms, and questionnaires. Prepare recommendations on contract actions; assist in the development and use of other program implementation mechanisms. Ability to obtain a security clearance may be required for this position.

Minimum Education/Training/Certifications

Bachelor's Degree from an accredited institution.

Candidates may substitute experience for academic requirements:

5 years equates to a BA/BS degree

8 years equates to a MA/MS Degree

Experience Necessary:

8 years experience in related field

Functional Responsibility

Develop and analyze relevant data that can be used in preparing analytical and interpretative reports and guides. This requires a basic knowledge of the principles and theoretical concepts of the discipline involved as well as the administrative mechanisms appropriate to the assignment. In addition, it requires the ability to select pertinent techniques for data collection and to identify aspects of successful program operations which can be used for improving similar programs.

Assignments typically involve the review of programs serving different population groups with diverse social, economic, and health problems that require the combined resources of many different official and voluntary agencies with conflicting, overlapping and inconsistent requirements and objectives. In carrying out such an assignment, the specialist determines the need for coordination of efforts within a geographic area and provides leadership in formulating methods for getting results through cooperative efforts. The specialist acts as the Senior Advisor on all budget, accounting, and administrative matters. Ability to obtain a security clearance may be required for this position.

Minimum Education/Training/Certifications

Bachelor's Degree from an accredited institution.

Candidates may substitute experience for academic requirements:

5 years equates to a BA/BS degree

8 years equates to a MA/MS Degree

Minimum/General Experience: 2-4 Years**Functional Responsibility:**

Coordinates and monitors the scheduling, pricing, and technical performance of company programs. Responsibilities also include aiding in the negotiation of contracts and contractual changes and coordinating preparations of proposals, plans, specifications, and financial conditions of contracts. Develops new business and expands product line. Ensures adherence to master plans and schedules and develops solutions to program problems. Ensures projects are completed on time and within budget. Acts as consultant to program team regarding projects, tasks, and operations. Familiar with standard concepts, practices, and procedures within a particular field. Relies on extensive experience and judgment to plan and accomplish goals. Performs a variety of complex tasks. A certain degree of creativity and latitude is required. Typically reports to a unit/department head. Ability to obtain a security clearance may be required for this position.

Minimum Education:

Bachelor's Degree from an accredited institution.

Candidates may substitute experience for academic requirements:

5 years equates to a BA/BS degree

8 years equates to a MA/MS Degree

Minimum/General Experience: 4-6 Years

Functional Responsibility:

Coordinates and monitors the scheduling, pricing, and technical performance of company programs. Responsibilities also include aiding in the negotiation of contracts and contractual changes and coordinating preparations of proposals, plans, specifications, and financial conditions of contracts. Develops new business and expands product line. Ensures adherence to master plans and schedules and develops solutions to program problems. Ensures projects are completed on time and within budget. Acts as consultant to program team regarding projects, tasks, and operations. Familiar with standard concepts, practices, and procedures within a particular field. Relies on extensive experience and judgment to plan and accomplish goals. Performs a variety of complex tasks. A certain degree of creativity and latitude is required. Typically reports to a unit/department head. Ability to obtain a security clearance may be required for this position.

Minimum Education:

Bachelor's Degree from an accredited institution.

Candidates may substitute experience for academic requirements:

5 years equates to a BA/BS degree

8 years equates to a MA/MS Degree

Minimum/General Experience:

15 Years in Human Resource related field.

Functional Responsibility

Specialist will provide informed advice in support of management's goal to build and support a high quality and diverse workforce, based on merit system principles, that is responsive to dynamic changes in mission and business practices. The Specialist will be responsible for handling the most difficult issues surrounding advice and assistance to employees and managers in one or more of the following areas: employee benefits, human resources development, labor and/or employee relations, policy, workforce planning, compensation, performance management, classification, retirement, executive services, recruitment and placement.

Capable of planning and directing all aspects of an organization's human resources policies, objectives, and initiatives. Responsible for employment, placement, orientation and training, labor relations, compensation, benefits, and employee services. Ensures company compliance with current, applicable labor laws, offers suggestion for compliance procedures. Relies on extensive experience and judgment to plan and accomplish goals. Typically reports to top management. Ability to obtain a security clearance may be required for this position.

Minimum Education/Training/Certifications

Bachelor's Degree from an accredited institution.

Candidates may substitute experience for academic requirements:

5 years equates to a BA/BS degree

8 years equates to a MA/MS Degree

Experience Necessary:

Minimum five years experience in related field.

Functional Responsibility

Performs management task such as word processing, spreadsheet development, administrative typing. Helps produce and prepare deliverables, maintain executive schedules, documents, and prepares/records meeting minutes, arranges travel, and as necessary research and provide assistance to executive staff as needed. Knowledgeable in computer based documentation and presentation techniques. Prepares both graphical and narrative presentation materials. Conducts research on publications, regulations and directives as well as conducting careful and exhaustive difficult-to-obtain information, compile data, and provide preliminary analysis for executive staff, as appropriate. Operates as the office liaison and makes travel arrangements based on approved needs. Ability to obtain a security clearance may be required for this position.

Minimum Education/Training/Certifications

Bachelor's Degree from an accredited institution.

Candidates may substitute experience for academic requirements:

5 years equates to a BA/BS degree

8 years equates to a MA/MS Degree

Experience Necessary:

Minimum five years experience in related field.

Functional Responsibility

Performs management task such as word processing, spreadsheet development, administrative typing. Helps produce and prepare deliverables, maintain executive schedules, documents, and prepares/records meeting minutes, arranges travel, and as necessary research and provide assistance to executive staff as needed. Knowledgeable in computer based documentation and presentation techniques. Prepares both graphical and narrative presentation materials. Conducts research on publications, regulations and directives as well as conducting careful and exhaustive difficult-to-obtain information, compile data, and provide preliminary analysis for executive staff, as appropriate. Operates as the office liaison and makes travel arrangements based on approved needs.

Analyze and evaluating the effectiveness of line program operations in meeting established goals and objectives. Develops life cycle cost analyses of projects; assists in programmatic budget execution; provide advice and guidance to staff on applicable procedures, instructions, and other regulations pertaining to budget coordination and administrative issues. Effectively enhance the ability of the office to support the overall mission requirements through skilled use of spreadsheet or database software, word-processing software, and graphics and presentation software to draft documents; accurately enter, revise sort, calculate, and retrieve data for standard reports; prepare and provide graphic symbols, charts, and graphs for viewgraphs and/or paper presentations. Ability to obtain a security clearance may be required for this position.

Minimum Education/Training/Certifications

Master's Degree from an accredited institution.

Candidates may substitute experience for academic requirements:

5 years equates to a BA/BS degree

8 years equates to a MA/MS Degree

Experience Necessary:

Minimum five years experience in the field or in a related area.

Functional Responsibility

Performs administrative management tasks such as word processing, spreadsheet development, administrative typing. Helps produce and prepare deliverables, maintain schedules, documents, and prepares/records meeting minutes. Knowledgeable in computer based documentation and presentation techniques. Prepares both graphical and narrative presentation materials. Conducts research on publications, regulations and directives as well as conducting careful and exhaustive difficult-to-obtain information, compile data, and provide preliminary analysis for executive staff, as appropriate. Operates as the office liaison and makes travel arrangements based on approved needs. Ability to obtain a security clearance may be required for this position.

Minimum Education/Training/Certifications

Associates Degree from an accredited institution.

Experience Necessary:

Minimum five years experience in the field or in a related area.

Functional Responsibility

Assists executive management in developing and managing tasks to accurate completion within established deadlines. Coordinates one or more office settings in objectives, plans and budgets. Plans and conducts comprehensive studies of the relevant program issues; aids in overseeing the implementation of approved recommendations; provides expertise for development of policy documentations, senior level briefings and presentations. Provides advice and guidance to executive management. Ability to obtain a security clearance may be required for this position.

Minimum Education/Training/Certifications

Master's Degree in related field or Bachelor's Degree with at least 5 years related work experience.

AMENDMENT OF SOLICITATION/MODIFICATION OF CONTRACT			1.Contract ID Code		Page of Pages 1 1		
Amendment/Modification No. PS-0003		3. Effective Date: Apr 02, 2013		4. Requisition/Purchase Req. No.		5. Project No. (If Applicable) CORPORATE	
6. Issued By: General Service Administration GSA, MANAGEMENT SERVICES CTR 400 15TH ST, SW RM 2757 (AQSA) AUBURN WA 98001				7. Administered By: (If Other) GSA/FAS/QVOCE 401 WEST PEACHTREE ST ATLANTA, GA 30308			
8. Name and Address of Contractor (No. Street, County, State and Zip Code) CREATIVE CORRECTIONS, L.L.C. 6675 CALDER AVE BEAUMONT, TX 777066001				9A Amendment of Solicitation No:			
				9B. Dated (See Item 11)			
				10A. Modification of Contract/Order No. GS-00F-013AA			
				10B. Dated (See Item 13) Apr 01, 2013			
Code		Facility Code					
11. THIS ITEM ONLY APPLIES TO AMENDMENTS OF SOLICITATIONS							
<div style="display: flex; justify-content: space-between;"> <div> <input type="checkbox"/> The above numbered solicitation is amended as set forth in item 14. The hour and date specified for receipt of Offers </div> <div> <input type="checkbox"/> is extended </div> <div> <input type="checkbox"/> is not extended. </div> </div>							
Offerors must acknowledge receipt of this amendment prior to the hour and date specified in the solicitation or as amended, by one of the following methods. (a) By completing items 8 and 15, and returning copies of the amendment; (b) By acknowledging receipt of this amendment on each copy of the offer submitted; or (c) By separate letter or telegram which includes a reference to the solicitation and amendment numbers. FAILURE OF YOUR ACKNOWLEDGEMENT TO BE RECEIVED AT THE PLACE DESIGNATED FOR THE RECEIPT OF OFFERS PRIOR TO THE HOUR AND DATE SPECIFIED MAY RESULT IN REJECTION OF YOUR OFFER. If by virtue of this amendment you desire to change an offer already submitted, such change may be made by telegram or letter, provided each telegram or letter makes reference to the solicitation and this amendment and is received prior to the opening hour and date specified.							
12. ACCOUNTING AND APPROPRIATION DATA (If required)							
13. THIS ITEM APPLIES ONLY TO MODIFICATIONS OF CONTRACTS/ORDERS, IT MODIFIES THE CONTRACT/ORDER NO. AS DESCRIBED IN ITEM 14.							
A. THIS CHANGE ORDER IS ISSUED PURSUANT TO: (Specify authority) THE CHANGES SET FORTH IN ITEM 14 ARE MADE IN THE CONTRACT ORDER NO. IN ITEM 10A.							
B. THE ABOVE NUMBERED CONTRACT/ORDER IS MODIFIED TO REFLECT THE ADMINISTRATIVE CHANGES (such as changes in paying office, appropriation data, etc.) SET FORTH IN ITEM 14. PURSUANT TO THE AUTHORITY OF FAR 43.103(b).							
<input checked="" type="checkbox"/> C. THIS SUPPLEMENTAL AGREEMENT IS ENTERED INTO PURSUANT TO AUTHORITY OF: See Block 13 Notes...							
D. OTHER (Specify type of modification and authority):							
E. IMPORTANT: Contractor: is not <input type="checkbox"/> , is <input checked="" type="checkbox"/> required to sign this document and return, ___ copies to the issuing office.							
14. DESCRIPTION OF MODIFICATION (Organized by UCF section headings,including solicitation/contract subject matter where feasible.) Supplemental modification for Option Period 1. See Page 2							
15A. NAME AND TITLE OF SIGNER (Type or Print)				16A. NAME AND TITLE OF CONTRACTING OFFICER (Type or Print)			
15B. CONTRACTOR/OFFEROR				15C. DATE SIGNED		16B. UNITED STATES OF AMERICA	
See above <small>(Signature of person authorized to sign)</small>				above <small>(Signature of Contracting Officer)</small>		16C. DATE SIGNED	

Block 13 Notes

Block 13.C:

FAR 52.212-4, Contract Terms and Conditions

List of Documents for the eMod Package:

File Name: CC PS-0003 SF30 and Attachments.pdf

Submit Date: 03/13/2013 14:43:09:33

Description: Page 2

AMENDMENT OF SOLICITATION/MODIFICATION OF CONTRACT		1. Contract ID Code	Page of Pages 1 2
Amendment/Modification No. PS-0001	3. Effective Date: Apr 01, 2013	4. Requisition/Purchase Req. No.	5. Project No. (If Applicable) CORPORATE
6. Issued By: General Service Administration GSA, MANAGEMENT SERVICES CTR 400 15TH ST, SW RM 2757 (AQSA) AUBURN WA 98001		7. Administered By: (If Other) GSA/FAS/QVOCE 401 WEST PEACHTREE ST ATLANTA, GA 30308	
8. Name and Address of Contractor (No. Street, County, State and Zip Code) CREATIVE CORRECTIONS, L.L.C. 6675 CALDER AVE BEAUMONT, TX 777066001		9A. Amendment of Solicitation No:	
		9B. Dated (See Item 11)	
		X	10A. Modification of Contract/Order No. GS-00F-013AA 10B. Dated (See Item 13) Apr 01, 2013
Code		Facility Code	
11. THIS ITEM ONLY APPLIES TO AMENDMENTS OF SOLICITATIONS			
<input type="checkbox"/> The above numbered solicitation is amended as set forth in item 14. The hour and date specified for receipt of Offers <input type="checkbox"/> is extended <input type="checkbox"/> is not extended.			
Offerors must acknowledge receipt of this amendment prior to the hour and date specified in the solicitation or as amended, by one of the following methods. (a) By completing items 8 and 15, and returning copies of the amendment; (b) By acknowledging receipt of this amendment on each copy of the offer submitted; or (c) By separate letter or telegram which includes a reference to the solicitation and amendment numbers. FAILURE OF YOUR ACKNOWLEDGEMENT TO BE RECEIVED AT THE PLACE DESIGNATED FOR THE RECEIPT OF OFFERS PRIOR TO THE HOUR AND DATE SPECIFIED MAY RESULT IN REJECTION OF YOUR OFFER. If by virtue of this amendment you desire to change an offer already submitted, such change may be made by telegram or letter, provided each telegram or letter makes reference to the solicitation and this amendment and is received prior to the opening hour and date specified.			
12. ACCOUNTING AND APPROPRIATION DATA (If required)			
13. THIS ITEM APPLIES ONLY TO MODIFICATIONS OF CONTRACTS/ORDERS, IT MODIFIES THE CONTRACT/ORDER NO. AS DESCRIBED IN ITEM 14.			
A. THIS CHANGE ORDER IS ISSUED PURSUANT TO: (Specify authority) THE CHANGES SET FORTH IN ITEM 14 ARE MADE IN THE CONTRACT ORDER NO. IN ITEM 10A.			
B. THE ABOVE NUMBERED CONTRACT/ORDER IS MODIFIED TO REFLECT THE ADMINISTRATIVE CHANGES (such as changes in paying office, appropriation data, etc.) SET FORTH IN ITEM 14 PURSUANT TO THE AUTHORITY OF FAR 43.103(b).			
X C. THIS SUPPLEMENTAL AGREEMENT IS ENTERED INTO PURSUANT TO AUTHORITY OF: See Block 13 Notes...			
D. OTHER (Specify type of modification and authority):			
E. IMPORTANT: Contractor: is not <input type="checkbox"/> , is <input checked="" type="checkbox"/> required to sign this document and return, ___ copies to the issuing office.			
14. DESCRIPTION OF MODIFICATION (Organized by UCF section headings, including solicitation/contract subject matter where feasible.)			
1. As a part of this migration to the corporate contract, Contract Number GS-10F-0329U, dated August 18, 2008 is hereby canceled in accordance with Clause 552.238-73, except that cancellation will be effective March 31, 2013. The contractor agrees to continue to report sales on awarded items under the canceled contracts through the last report quarter of the canceled contracts. For example, if cancellation is effective 9/30/00, the Contractor shall continue to report sales under the canceled contract through the reporting quarter ending 9/30/00. Orders that have been accepted but remain unreported sales as of the last report quarter of the canceled contracts must be reported as 72A Continue next page...			
15A. NAME AND TITLE OF SIGNER (Type or Print)		16A. NAME AND TITLE OF CONTRACTING OFFICER (Type or Print)	
15B. CONTRACTOR/OFFEROR	15C. DATE SIGNED	16B. UNITED STATES OF AMERICA	16C. DATE SIGNED
See above Signed 02/25/2013 by (Signature of person authorized to sign) Carol L. McKenzie		See above Signed 02/25/2013 by (Signature of Contracting Officer) Carol L. McKenzie GSA/FSS	

Continuation of Description...

sales under the new corporate contract.

2. The new corporate contract number for the items being migrated as shown in paragraph 3 is GS-00F-013AA, and the corporate contract period is April 1, 2013 to August 17, 2013. The terms and conditions of Solicitation No. FCO-00-CORP-0000C, dated July 12, 2000, and all amendments through Amendment No. 15 and Creative Corrections migration request dated November 22, 2011 are hereby incorporated into the contract with no exceptions taken.

Block 13 Notes

Block 13.C:

GSAM 552.243-72, Modifications

List of Documents for the eMod Package:

File Name: CC PS-0001 SF30 and Attachments.pdf
Description: PAGE 2

Submit Date: 02/13/2013 10:57:44:26

Creative Corrections, LLC
GS-00F-013AA
PS-0001

3. The Corporate Contract is now administered by the office listed in Block 6, with the exception of the administration of 72A sales and the industrial funding fee, which remains the same.
4. This is a bilateral modification to migrate to the new Corporate Contract and your signature is required.
5. Based on the migration to the Corporate schedule, the contract dates will be as follows: Base Period – April 1, 2013 to August 17, 2013; Option Period 1 – August 18, 2013 to August 17, 2018; Option Period 2 – August 18, 2018 to August 17, 2023; Option Period 3 – August 18, 2023 to August 17, 2028.
6. The firm's Commercial Sales Practices (CSP) format and Document 8, dated January 31 and February 1, 2013, respectively, are attached hereto and incorporated into the contract (3 pages). These documents indicate the following Most Favored Customer / Basis of Award (MFC / BOA) customer information: the MFC / BOA customer is identified as "All Commercial Customers". The price / discount relationship in regards to clause 552.238-75 (Alternate I), Price Reductions, is identified as follows: GSA contract prices are ex (b)(4) lower than the prices charged to the MFC / BOA customer.
7. The applicable method of Economic Price Adjustment (EPA) continues to be clause I-FSS-969 (b) (2) using the U.S. Department of Labor, Bureau of Labor Statistics, Employment Cost Index; **compensation:** Total compensation; **ownership:** Private industry; **periodicity:** 12 month percent change; **group:** Professional, scientific, and technical services, for the most recently completed fiscal quarter.
8. The Service Contract Act (SCA) is applicable to this contract as it applies to the entire Consolidated Schedule and all services provided. While no specific labor categories have been identified as being subject to SCA due to exemptions for professional employees (FAR 22.1101, 22.1102 and 29 CFR 541.300), this contract still maintains the provisions and protections for SCA eligible labor categories. If the contractor adds SCA labor categories/employees to the contract through the modification process, the contractor must establish a SCA matrix identifying the GSA labor category titles, the occupational code, SCA labor category titles and the applicable wage determination number. Failure to do so may result in cancellation of the contract.
9. Current contract pricing (inclusive of the 0.75% Industrial Funding Fee (IFF))for labor categories under SINs C874-1 / C874-1, Consulting Services and C871-7 / C871-7, Construction Management is shown in the table below:

SINs	Labor Category	GSA Price (Inclusive of IFF)
C874-1 / C874-1 RC; C871-7 / C871-7RC	Sr. Project Manager (SPM)	ex (b)(4)
C874-1 / C874-1 RC; C871-7 / C871-7RC	Subject Matter Expert I (SMEI)	
C874-1 / C874-1 RC; C871-7 / C871-7RC	Admin. Clerical Support	

10. The contractor's labor category descriptions are attached hereto and incorporated into the contract (6 pages). These supersede all previous versions.
11. In accordance with Clause 52.212-3, Offeror Representations and Certifications Commercial Items and Contract Clause 52.219-28, Post-Award Small Business Program Representation (APR 2009); Creative Corrections has re-represented that the firm is a small business concern under NAICS 541611 and SAM representations and certifications are current, accurate, and complete as of the date the contractor signs in Block 15C of this modification document.

NOTE: Failure to update your electronic file submission IAW Clause 552.243-72 will adversely impact the customer's ability to utilize your services.

COMMERCIAL SALES PRACTICES FORMAT (Use this format for services)Name of Offeror Creative Corrections, LLCSIN(s) 874-1; 874-1RC; 874-7; 874-7RC

1/31/2013

Note: Please refer to clause 552.212-70, PREPARATION OF OFFER (MULTIPLE AWARD SCHEDULE), for additional information concerning your offer. Provide the following information for each SIN (or group of SINs or SubSIN for which information is the same).

- (1) Provide the dollar value of sales to the general public/state or local government at or based on market prices, cost build up or an established catalog or market price during the previous 12-month period or the offerors last fiscal year: ex (b)(4). State beginning and ending of the 12-month period. Beginning 1/1/2012 Ending 12/31/12. In the event that a dollar value is not an appropriate measure of the sales, provide and describe your own measure of the sales of the item(s). In the event sales are made only to state or local governments, identify such sales accordingly.
- (2) Show your total projected annual sales to the Government under this contract for the contract term, excluding options, for each SIN offered. If you currently hold a Federal Supply Schedule contract for the SIN the total projected annual sales should be based on your most recent 12 months of sales under that contract.

SIN	\$	SIN	\$	SIN	\$
874-1	ex (b)(4)	874-7	ex (b)(4)		

** Due to the delay in processing the migration, Creative Corrections has not submitted any proposals or generated any sales under SIN 874-7. With the successful migration of the two SIN's on our existing contract Creative Corrections will again aggressively begin seeking business development in the area of Integrated Business Program Support Services. Therefore, the projected totals above are based on the MOBIS Refresh #20 which currently leads us to believe much of the work currently being performed by Creative Corrections on the Department of State should and will be realigned to SIN 874-7 appropriately.

- (3) Based on your written discounting policies (standard commercial sales practices in the event you do not have written discounting policies), are the prices (discounts, concessions, terms and conditions in any combination) which you offer the Government equal to or better than that offered to any customer acquiring the same items regardless of quantity or terms and conditions? YES X NO ____.
(See definition of "concession" and "discount" in 552.212-70.)
- (4) (a) Based on your written pricing policies (standard commercial sales practices in the event you do not have written pricing policies), provide information as requested for each SIN (or group of SINs for which the information is the same). The information should be provided in the chart below or in an equivalent format developed by the offeror. Rows should be added to accommodate as many customers as required.

Column 1 – Customer	Column 2 –Price* (*Disclosures should be made on a separate sheet)	Column 3 – Quantity/Volume	Column 4 – Discounts, Concessions, Terms and Conditions
ex (b)(4)		None	None

(b) Identify prices offered to GSA in response to this solicitation for services using the table below:

Column 5 – Price Offered to GSA	Column 6 – Unit of Issue (e.g., per hour, per day)	Column 7 – Quantity/Volume	Column 8 – Discount, Concessions, Terms and Conditions Offered to GSA
See Doc 8	See Doc 8	See Doc 8	See Doc 8

- (c) Do any deviations from your written policies or standard commercial sales practices disclosed in the chart in paragraph 4(a) ever result in better prices than indicated? YES ___ NO X_. If YES, explain deviations in accordance with the instructions at Figure 515.4-2, which is provided in this solicitation for your convenience.

2/1/2013

SINs	Labor Category	Minimum Education	Minimum Years of Experience (Cannot be a Range)	Contractor or Customer Site	Domestic or Overseas	CPL or Market Price	Unit of Issue	Most Favored Commercial Customer (MFC)*	Discount Offered to MFC	Commercial MFC Price	Most Favored Federal Agency**	Most Favored Federal Agency Price	Discount Offered to GSA (off CPL or Market Prices)	Prices Offered to GSA (Excluding IFF)	Price Offered to GSA (Inclusive of IFF)	Discount Relationship (Commercial)	Discount Relationship (Federal - if applicable)
874-1 / 874-1 RC; 871-7 / 871-7RC	Sr. Project Manager (SPM)	Master's Degree	10	Both	Both	ex (b) (4)	hour	All Commercial Customers	0%	ex (b) (4)	ex (b) (4)	ex (b) (4)	ex (b) (4)	ex (b) (4)	ex (b) (4)	ex (b) (4)	ex (b) (4)
874-1 / 874-1 RC; 871-7 / 871-7RC	Subject Matter Expert I (SMEI)	Bachelor's Degree	10	Both	Both		hour	All Commercial Customers	0%		ex (b) (4)						
874-1 / 874-1 RC; 871-7 / 871-7RC	Admin. Clerical Support	HS Diploma	0	Both	Both		hour	All Commercial Customers	0%								

SIN 874-1**Senior Project Manager****Experience Necessary:**

10 years of related experience

Position Description

This position provides a full range of professional and administrative services, i.e., auditing, consulting, facilitation, and project leadership in the management of a project or task by tracking and monitoring the completion of the assigned project. Strong background in detention/incarceration related issues is required. This position is responsible for leading the project team assigned for the duration of a project or may function as ongoing lead within a group associated with one or more technical areas. This position is the central point of communication for customer and personnel should any questions/needs arises. The person in this position provides agencies advise support during the audits to facilitate compliance with mandates, and to enable the agencies to improve mission requirements. The individual must possess diligent and highly organized administrative skills. They will facilitate and lead team discussions and meetings. The individual will interact continuously with government representatives to present results, discuss concerns, and ensure total product/service satisfaction. They will lead the task and retain overall task responsibility for performance.

Education Requirements

The minimal academic requirement for this position is a Master's Degree (MA/MS), or equivalent experience. Staff in this position may substitute experience for academic requirements:

5 years equates to a BA/BS Degree

8 years equates to a MA/MS Degree

This person is required to maintain current credentials by attending work related courses and workshops, and staying current on government regulations related to the assigned duties.

SIN 874-1**Subject Matter Expert I**Experience Necessary:

10 years of related experience

Position Description

This position is responsible for carrying out higher-level professional and/or administrative work involved in programs, projects and operations. The individual identifies and addresses issues affecting detention/incarceration performance; therefore, he/she must possess a strong background in detention and incarceration issues. This individual is an experienced professional operating independently with minimal guidance from the Senior Project Manager. On assignment at the government agency, this individual does auditing and consulting drawing conclusions which are outlined in a report to the agency, including deficiencies and outstanding accomplishments. He/she also provides recommendations to improve operations and comply with applicable regulations and mandates.

Education Requirements

The minimal academic requirement for this position is a Bachelor Degree (BA/AS), or equivalent experience. Staff in this position may substitute experience for academic requirements.

5 years equates to a BA/BS Degree

8 years equates to a MA/MS Degree

Staffs in this position are expected to stay knowledgeable and current about applicable government regulations. Creative Corrections will also provide training as needed to ensure this objective is accomplished.

SIN 874-1**Administrative Clerical Support****Experience Necessary:**

0-4 years relevant experience

Position Description

This person in this position performs administrative management task such as word processing, spreadsheet development, administrative typing. They help produce and prepare deliverables, maintain schedules, documents, and prepares/records meeting minutes. They are knowledgeable in computer based documentation and presentation techniques. The individual will prepare both graphical and narrative presentation materials, including research and analytical support. General and minimal assistance will be provided to staff working under various contracts to include the GSA Contract; however, this is not a significant amount of work and it is for the primary purpose of executive, administrative, or professional services as described in 29 CFR 541.

Education Requirements

High School Diploma required at a minimum; prefer Bachelor's Degree

Candidates may substitute experience for academic requirements:
5 years equates to a BA/BS degree

SIN 874-7**Senior Project Manager****Experience Necessary:**

10 years of professional construction oversight related experience

Position Description

This position provides a full range of professional and administrative services, i.e., auditing, consulting, facilitation, and project leadership in the management of projects or task by tracking and monitoring the completion of the assigned project. The SPM will have the technical expertise to provide construction management services for planning, monitoring, oversight, and activation of projects related to, but not limited to, the building of correctional/detention facilities. He/she is required to have a strong background in detention/incarceration standards related issues. This position is responsible for leading the project team assigned for the duration of a project or may function as ongoing lead within a group associated with one or more technical areas. This position is the central point of communication for customer and personnel should any questions/needs arises. The person in this position provides agencies advice and support during the assessment to facilitate compliance with mandates, and to enable the agencies to improve mission requirements. The individual must possess diligent and highly organized administrative skills. They will facilitate and lead team discussions and meetings. The individual will interact continuously with government representatives to present results, discuss concerns, and ensure total product/service satisfaction. They will lead the task and retain overall task responsibility for performance. During the Project Design Phase the SPM will include design technical reviews; code compliance reviews; constructability reviews; analysis of Value Engineering proposals, market studies, cost checks, cost estimates, and cost control/monitoring; site investigation, surveys, studies; and scheduling and design scope changes. During the Project Procurement Phase, services include providing assistance to the Contracting Officer; answering bid/RFP questions; attending and participating in site visits and pre-bid conferences; preparing and issuing solicitation amendments for review and approval by the Contracting Officer; and performing cost/bid/proposal analysis. He/She will perform routine site inspections; monitor project financial data; and organize and participate in meetings and workshops.

Education Requirements

The minimal academic requirement for this position is a Master's Degree (MA/MS), or equivalent experience. Staff in this position may substitute experience for academic requirements:

5 years equates to a BA/BS Degree

8 years equates to a MA/MS Degree

This person is required to maintain current credentials by attending work related courses and workshops, and staying current on government regulations related to the assigned duties.

SIN 874-7**Subject Matter Expert I****Experience Necessary:**

10 years of professional construction oversight related experience

Position Description

This position is responsible for carrying out higher-level professional and/or administrative work involved in programs, projects and operations. The individual identifies and addresses issues affecting construction oversight and facilitation. This individual is an experienced professional operating independently with minimal guidance from Supervision. On assignment this individual conducts; auditing, training, operational mentoring, consulting, investigative, intra-and inter-agency coordination, facilitation, and project leadership in the management of a project or task by tracking and monitoring the completion of the assigned project. The SME will conduct design technical reviews; code compliance reviews; constructability reviews; analysis of Value Engineering proposals, market studies, cost checks, cost estimates, and cost control/monitoring; site investigation, surveys, studies; and scheduling and design scope changes. In addition, he/she will provide assistance to the SPM in attending and participating in site visits and pre-bid conferences; preparing and issuing solicitation amendments for review and approval by the Contracting Officer; and performing cost/bid/proposal analysis. He/She will perform routine site inspections; monitor project financial data; and organize and participate in meetings and workshops. Wherein this person may represent as the central point of contact for assigned task, he/she must possess diligent and highly organized communication and administrative skills. He/she provides recommendations to improve operations and comply with applicable regulations and mandates.

Education Requirements

The minimal academic requirement for this position is a Bachelor Degree (BA/AS), or equivalent experience. Staff in this position may substitute experience for academic requirements.

5 years equates to a BA/BS Degree

8 years equates to a MA/MS Degree

Staffs in this position are expected to stay knowledgeable and current about applicable government regulations.

SIN 874-7

Administrative Support

Experience Necessary:

0-4 year's experience in the field or in a related area

Position Description

Supporting program management, this person performs administrative management task such as word processing, spreadsheet development, and administrative typing. They help produce and prepare deliverables, maintain schedules, and prepares/records meeting minutes. They are knowledgeable in computer based documentation and presentation techniques. The individual will prepare both graphical and narrative presentation materials, including research and analytical support. General and minimal assistance will be provided to staff working under various contracts to include the GSA Contract

Minimum Education Requirements

High School Diploma required at a minimum; prefer Bachelor's Degree

Candidates may substitute experience for academic requirements:

5 years equates to a BA/BS degree

CONTRACT MIGRATION REQUEST

[illegible]

CONTRACT MIGRATION REQUEST**"CONSOLIDATED" CONTRACT MIGRATION REQUEST
APPLICABLE TO EXISTING *SCHEDULE CONTRACTORS**

*(Must be an existing Contract holder in one or more of the twelve participating Schedule Programs)

Company Name: Creative Corrections, LLC

Company Address: 6675 Calder, Beaumont, Texas 77706

Point of Contact/Authorized Negotiator for Consolidated Contract:

Name: Percy H. Pitzer, Executive Vice President

Telephone No.: ex (b)(6)

Facsimile No.: _____

E-Mail Address: _____

Provide the information requested by Clause 552.243-72, Modifications (Multiple Award Schedule) of the Consolidated Solicitation.

Complete the attached table as follows using: Format 1 for Multiple Schedule Migration Requests

OR

Format 2 for Individual Schedule Migration Request that include a Modification Request for an additional Special Item Number:

Column 1: Insert the existing Schedule number.

Column 2: Insert the existing SIN number.

Column 3: Insert the contract number.

Column 4: Insert a brief description of items on schedule (e.g., consulting, IT software, audit services).

Column 5: Insert the end date of the contract's period of performance(s).

Column 6: Insert the new SIN number (document 15, SIN Table, of the solicitation)

Column 7: Insert the new SIN title (document 15, SIN Table of the solicitation)

Column 8: Insert appropriate NAICS code (document 15, SIN Table and indicate your appropriate business size in accordance with the size standards)

Identify any additional discounts/concessions (if any) offered by new SIN number:

Attach an electronic version of current contract price lists in an electronic format.

Attach an electronic copy of any previously-negotiated terms and conditions under your existing schedule contracts that you would like GSA to consider retaining.

Attach an updated subcontracting plan.

Attach a copy of an updated Commercial Sales Practice (CSP) format (Document #9 in the solicitation)

CONTRACT MIGRATION REQUEST

Sign and date the following statement:

I agree to the terms and conditions of the current "Consolidated" solicitation **Refresh #13**, unless noted below.

ex (b)(6)

H. Pitzer, Executive Vice President, Creative Corrections, LLC 11/22/2011

Date

Company Name

**Pre-Negotiation Memorandum
Multiple Award Schedule
Schedule - 00CORP: Consolidated**

**Contract Number: GS-00F-013AA
Modification # PS-0001**

I. Contractor:

Creative Corrections, L.L.C.
6415 Calder Avenue, Suite B
Beaumont, TX 77706 6001
Phone: (409) 866-9920
Fax: (409) 866-9922
Duns: ex (b)(4)
TIN: On File with CCR

Authorized Negotiators: Percy Pitzer

Contact for Contract Administration: Percy Pitzer

Contractor Compliances:

ORCA Certification and CCR Expiration Date (confirmed via System for Award Management (SAM)): 12/2/2013

Contract Sales Criteria: Met – ex (b)(4) to date

GSA Advantage File: Posted

ACO Report Card: September 19, 2012 – ex (b)(4)

All Mandatory Mass Mods Accepted: Yes, A246 for refresh 19

ex (b)(4)

II. DESCRIPTION OF THE MODIFICATION REQUEST:

The Contractor submitted a modification request dated November 22, 2011 to modify this contract as follows: to add SIN C871-7, Construction Management and migrate to the Corporate schedule. The firm currently holds SIN 874-1 / 874-1RC, Consulting Services and has three labor categories (Senior Project Manager, Subject Matter Expert I and Admin Support). All three labor categories will be applied under the newly awarded SIN.

The old MOBIS contract, GS-10F-0329U, will be cancelled effective March 31, 2013.

Also, concurrence was requested from Kathy Jocoy, Post-Award Branch Director on this migration as the requirements at the time of processing the action were different from those at

the time it was requested. At the time the request was received the solicitation only required contractors to have one schedule contract before migrating to consolidated. Since that time the solicitation has been updated to require contractors to hold two or more schedule contracts before migrating to consolidated. Concurrence was granted by Kathy Jocoy February 11, 2012. Her email is attached to this memorandum (1 page).

The contractor is currently listed as a small business under NAICS 541611. This will not change as a result of the migration.

III. KEY DOCUMENTS:

- Agent Authorization Letter: Not Applicable
- Did the Contractor propose any exceptions: Not Applicable
- Add SIN(s). The modification request is requesting to add SIN(s): Yes
- For each SIN, the Contractor submitted:
 - Commercial Sales Practices Format: Yes
 - Updated *GSA Advantage!*® Price List: Not Applicable
 - Delivery time(s) for the item(s) under the new SIN(s): Not Applicable
 - Production point(s) for the item(s) under the new SIN(s): Not Applicable
 - Hazardous Material information: Not Applicable
 - Any information requested by 52.212-3, Contractor Representations and Certifications—Commercial Items, that may be necessary to assure compliance with Foreign, FTA, Canadian, Israeli, and other end products: Not Applicable
 - The Contractor did not identify foreign end products: Not Applicable
 - The country of origin for foreign end products is Not Applicable.
 - If other than the manufacturer, the Contractor has not submitted prior to award of a contract, either (1) a letter of commitment from the manufacturer, which will assure the Contractor of a source of supply sufficient to satisfy the Government's requirements for the contract period, OR (2) evidence that the Contractor will have an uninterrupted source of supply from which to satisfy the Government's requirements for the contract period: Not Applicable
 - If marketing through dealers, the Contractor has indicated whether those dealers will be participating in the proposed contract Not Applicable If yes, did the Contractor provide:
 - Letter(s) of supply Not Applicable
 - Letter(s) of commitment Not Applicable
 - List of dealer(s)/reseller(s) Not Applicable
 - Warranty information Not Applicable
 - Licensing agreement(s) Not Applicable
- Add labor categories / training courses / items. The modification is requesting to add **N/A**, and the Contractor submitted the following:
 - Labor Category/training course/item descriptions: Not Applicable
 - Commercial Sales Practices Format: Not Applicable
 - Updated *GSA Advantage!*® Price List: Not Applicable
 - Delivery time(s) for the new item(s): Not Applicable
 - Production point(s) for the new item(s): Not Applicable

- Hazardous Material information: Not Applicable
- Any information requested by 52.212-3, Contractor Representations and Certifications—Commercial Items, that may be necessary to assure compliance with Foreign, FTA, Canadian, Israeli, and other end products: Not Applicable
- The Contractor did not identify foreign end products.
- The country of origin for foreign end products is Not Applicable.
- If other than the manufacturer, the Contractor has not submitted prior to award of a contract, either (1) a letter of commitment from the manufacturer, which will assure the Contractor of a source of supply sufficient to satisfy the Government's requirements for the contract period, OR (2) evidence that the Contractor will have an uninterrupted source of supply from which to satisfy the Government's requirements for the contract period.
- If marketing through dealers, the Contractor has indicated whether those dealers will be participating in the proposed Contract: Not Applicable
If yes, did the Contractor provide:
 - Letter(s) of supply: Not Applicable
 - Letter(s) of commitment: Not Applicable
 - List of dealer(s)/reseller(s): Not Applicable
 - Warranty information: Not Applicable
 - Licensing agreement(s): Not Applicable
- Deletion. The modification is not requesting to delete any items from the contract.
- Price Reductions. The modification is not requesting a price reduction.
- Economic Price Adjustments (EPA):
 - Commercial Sales Practices Format Sheet: Not Applicable
 - Service Contract Act Matrix and applicable language: Not Applicable
 - EPA Pricing worksheet in accordance with modification instructions: Not Applicable
 - Copy of Current Commercial Price List with effective date or Copy of Market Indicator: Not Applicable
 - Statement confirming that increase requested does not negatively affect the Basis of Award discount relationship established at award: Not Applicable

IV. TECHNICAL CAPABILITY EVALUATION

An overall evaluation of the Contractor's technical proposal has been performed. The firm's previous experience and past performance were assessed in order to determine the depth of its understanding of the schedule requirements. Factors may or may not include the Factors listed below. Each Multiple Award Schedule has the flexibility to conform the evaluation factors to each Schedule's needs.

Factor I – Corporate Experience:

The firm's Corporate Experience, Factor I, was evaluated at time of contract award and determined to be acceptable, therefore, it is hereby determined that Factor I is acceptable.

Factor II – Relevant Project Experience:

The Contractor submitted one project experience, **ex (b)(4)**, in support of SIN C871-7. The firm has demonstrated it has acceptable project experiences that are timely, similar in complexity, and demonstrate that the services performed are within the scope of work for SIN C871-7. **No clarifications were required.** The Contractor has adequately addressed each of the required elements, (i) – (vi), under Factor Two; therefore, Factor Two is acceptable.

Each technical factor was defined and standards written so that all proposals would be objectively and impartially evaluated against those standards and not against one another. The Government determined that each technical proposal would be evaluated and rated on an "acceptable / unacceptable" basis. Pursuant to the in-depth assessment of technical factors described herein, the Contractor's experience is determined to be technically acceptable.

V. PRICING ANALYSIS

The Schedules program seeks products / services that are commercial in nature. FAR Subpart Part 15.403-1(c)(3)(i) exempts commercial items from the requirement of cost and pricing data. Therefore, cost and pricing data are not required.

Price Analysis was performed IAW FAR Subparts 12.209 and 15.404-1 (b) and includes a) an analysis of the Contractor's pricing structure (Commercial Price List or Commercial Market Pricing); b) analysis of the proposed economic price adjustment method; c) analysis of the offered quantity discounts (if applicable); d) comparison of the Contractor's Most Favored Customer pricing / discounts to the pricing / discounts offered to GSA; e) identification of the basis of award customer IAW Clause 552.238-75 (Alternate I) Price Reductions; f) analysis of the pricing support documentation; g) a market survey utilizing the Management Services Center's pricing database (MSCPD) on the proposed prices; and h) analysis of any other relevant pricing information available to the CO, e.g., other Schedule contract pricing, if applicable.

a) Pricing Structure:

Awarded Prices / Prices offered are based on commercial market pricing.

b) Economic Price Adjustment (EPA): EPA is based on I-FSS-969(b)(2) Economic Price Adjustment - FSS Multiple Award Schedule Contracts. There are no SCA covered categories on schedule.

The prices are based on commercial market prices and economic price adjustments are in accordance with clause I-FSS-969(b)(2)Economic Price Adjustment—FSS Multiple Award Schedules. Adjustments based on an agreed upon market indicator prior to award. The awarded market indicator is U.S. Department of Labor, Bureau of Labor Statistics, Employment Cost Index; **compensation:** Total compensation; **ownership:** Private industry; **periodicity:** 12 month percent change; **group:** Professional, scientific, and technical services, for the most recently completed fiscal quarter.

- c) **Quantity Discounts:** Quantity discounts were not offered.
- d) **Most Favored Customer:** The Contractor's Most Favored Customer (MFC) pricing is disclosed on the Commercial Sales Practices (CSP) Format and Document 8-Price Proposal. The Contractor's MFC is **ex (b)(4)** The prices offered to GSA excluding the required .75%, are equal to the prices offered to the MFC.

GSA prices, excluding the required .75% IFF, are discounted five percent of the Contractor's commercial market prices. The MFC prices are discounted 5% off of the Contractor's commercial market prices. The GSA prices, excluding the required .75% IFF are equal to the MFC prices. The terms and conditions offered to GSA are equal to the MFC.

Most Favored Customer pricing is used to perform price analysis and to determine fair and reasonable pricing; however, the Most Favored Customer pricing is not necessarily synonymous with Basis of Award.

- e) **Basis of Award:** The customer or class of customer identified as the Basis of Award (BOA) is addressed below. In accordance with clause 552.238-75 ALT I Price Reductions, the basis of award customer is "All Commercial Customers" and GSA prices, excluding the required .75% IFF, are 4.76 percent less than the prices charged to the BOA customer.
- f) **Pricing Support Documentation:** This section is not applicable.
- g) **Market Survey:** A market analysis was completed by utilizing the MSC pricing database (MSCPD) which contains data on the past 12 months of awarded contracts and contract prices for contractors providing similar services within the United States. The prices in the database include the required .75% IFF and have been found fair and reasonable based on price analysis and/or without resorting to certified cost/pricing data; therefore, the prices meet the price analysis criteria set forth in FAR 15.404-1(b)(2)(ii).

This section is not applicable as the firm is using the same labor categories under the new PES SINs as currently exist under their MOBIS contract.

- h) Are the firm's labor category descriptions within scope of the awarded SINs and are the minimum education and experience requirements stated? Yes, the firm's labor category

descriptions are in scope of the awarded and proposed SINs. Additionally, the minimum education and experience requirements are clearly stated.

- i) **Service Contract Act:** The Service Contract Act is applicable. In accordance with FAR Part 22, service contracts over \$2,500 shall contain mandatory provisions regarding minimum wages and fringe benefits, safe and sanitary working conditions, notification to employees of the minimum allowable compensation, and equivalent Federal employee classifications and wage rates.

The Service Contract Act (SCA) is applicable to this contract as it applies to the entire Consolidated Schedule and all services provided. While no specific labor categories have been identified as being subject to SCA due to exemptions for professional employees (FAR 22.1101, 22.1102 and 29 CFR 541.300), this contract still maintains the provisions and protections for SCA eligible labor categories. If the contractor adds SCA labor categories/employees to the contract through the modification process, the contractor must establish a SCA matrix identifying the GSA labor category titles, the occupational code, SCA labor category titles and the applicable wage determination number. Failure to do so may result in cancellation of the contract.

VI. BASIS OF NEGOTIATIONS

By submission of the modification request, the Contractor has certified that all information is current, complete and accurate.

No negotiations were required as the firm is duplicating labor categories under corporate SIN C871-7.

In order to fulfill Clause 552.238-75 ALT I Price Reductions, the Government will establish "All Commercial Customers" as the Contractor's BOA.

VII. NEGOTIATIONS:

The Government will confirm all agreed upon changes via modification PS-0001, which is a bilateral modification. Any revisions submitted after the modification has been signed will not be considered, unless it is determined to be in the best interest of the Government.

Prepared By:

ex (b)(6)

Joseph T. McGuire

2/13/2013 Date

Contract Specialist, Management Services Acquisition Center

Approved By:

ex (b)(6)

Carol L. McKenzie

2/25/13 Date

Contracting Officer, Management Services Acquisition Center

Creative Corrections, L.L.C. TFTP-MC-000874-B Refresh 13

Pre-Negotiation Memorandum

Modification # PS-0004

Updated: November 2012

Page 6 of 6

Concurrence Request for Migration on GSA Contract TF0329U (Creative Corrections)

2 messages

Joe McGuire - 10QSA1B <joseph.mcguire@gsa.gov>

Mon, Feb 11, 2013 at 10:59 AM

To: Kathy Jocoy - 10QSA1E <kathy.jocoy@gsa.gov>, Randy Sheppard - 10QSA1A <dillan.sheppard@gsa.gov>, Carol McKenzie - 10QSA1E <carol.mckenzie@gsa.gov>, Joe McGuire - 10QSA1B <joseph.mcguire@gsa.gov>

Kathy,

I am seeking concurrence from you to go forward with the migration to the corporate schedule for the above numbered contract. The reason for the concurrence request is based on the differing requirements of the solicitation between the time this migration was received and what is required at this time. At the time the migration was received (11/2011) the solicitation only required a contractor to hold one GSA schedule contract and propose another in order to migrate to the consolidated schedule. At this time the solicitation requires a contractor to hold two or more schedule contracts prior to migrating to consolidated.

Your review and concurrence with this action is much appreciated.

If you have any questions regarding the above please let me know.

Thank you,

Joseph McGuire
Contract Specialist
GSA, FAS, MSC
400 15th St SW
Auburn, WA 98001
Phone: 253.931.7237

Kathy Jocoy - 10QSA1E <kathy.jocoy@gsa.gov>

Mon, Feb 11, 2013 at 11:03 AM

To: Joe McGuire - 10QSA1B <joseph.mcguire@gsa.gov>

Cc: Randy Sheppard - 10QSA1A <dillan.sheppard@gsa.gov>, Carol McKenzie - 10QSA1E <carol.mckenzie@gsa.gov>

Concurrence is granted. Because this migration came in during the time when a firm was required to only have one contract, we have no alternative but to proceed regardless of how the solicitation requirements have changed. Please ensure that the option is exercised first though.

thanks much - Kathy
Katherine Jocoy
Post Award Branch Director
Management Services Center
Federal Acquisition Service
(P) 253-931-7080
(B) ex (b)(6)

[Quoted text hidden]

AMENDMENT OF SOLICITATION/MODIFICATION OF CONTRACT			1.Contract ID Code	Page of Pages 1 2
Amendment/Modification No. PO-0002	3. Effective Date: Aug 18, 2013	4. Requisition/Purchase Req. No.	5. Project No. (If Applicable) CORPORATE	
6. Issued By: General Service Administration GSA, MANAGEMENT SERVICES CTR 400 15TH ST, SW RM 2757 (AQSA) AUBURN WA 98001			7. Administered By: (If Other) GSA/FAS/QVOCE 401 WEST PEACHTREE ST ATLANTA, GA 30308	
8. Name and Address of Contractor (No. Street, County, State and Zip Code) CREATIVE CORRECTIONS, L.L.C. 6675 CALDER AVE BEAUMONT, TX 777066001			9A Amendment of Solicitation No:	
			9B. Dated (See Item 11)	
			10A. Modification of Contract/Order No. GS-00F-013AA 10B. Dated (See Item 13) Apr 01, 2013	
Code		Facility Code		
11. THIS ITEM ONLY APPLIES TO AMENDMENTS OF SOLICITATIONS				
<div style="display: flex; justify-content: space-between;"> <div style="width: 45%;"> <input type="checkbox"/> The above numbered solicitation is amended as set forth in item 14. The hour and date specified for receipt of Offers </div> <div style="width: 10%; text-align: center;"> <input type="checkbox"/> is extended </div> <div style="width: 45%; text-align: center;"> <input type="checkbox"/> is not extended. </div> </div>				
Offerors must acknowledge receipt of this amendment prior to the hour and date specified in the solicitation or as amended, by one of the following methods. (a) By completing items 8 and 15, and returning copies of the amendment; (b) By acknowledging receipt of this amendment on each copy of the offer submitted; or (c) By separate letter or telegram which includes a reference to the solicitation and amendment numbers. FAILURE OF YOUR ACKNOWLEDGEMENT TO BE RECEIVED AT THE PLACE DESIGNATED FOR THE RECEIPT OF OFFERS PRIOR TO THE HOUR AND DATE SPECIFIED MAY RESULT IN REJECTION OF YOUR OFFER. If by virtue of this amendment you desire to change an offer already submitted, such change may be made by telegram or letter, provided each telegram or letter makes reference to the solicitation and this amendment and is received prior to the opening hour and date specified.				
12. ACCOUNTING AND APPROPRIATION DATA (If required)				
13. THIS ITEM APPLIES ONLY TO MODIFICATIONS OF CONTRACTS/ORDERS, IT MODIFIES THE CONTRACT/ORDER NO. AS DESCRIBED IN ITEM 14.				
A. THIS CHANGE ORDER IS ISSUED PURSUANT TO: (Specify authority) THE CHANGES SET FORTH IN ITEM 14 ARE MADE IN THE CONTRACT ORDER NO. IN ITEM 10A.				
X	B. THE ABOVE NUMBERED CONTRACT/ORDER IS MODIFIED TO REFLECT THE ADMINISTRATIVE CHANGES (such as changes in paying office, appropriation data, etc.) SET FORTH IN ITEM 14. PURSUANT TO THE AUTHORITY OF FAR 43.103(b). Type of contract modifications: Unilateral			
C. THIS SUPPLEMENTAL AGREEMENT IS ENTERED INTO PURSUANT TO AUTHORITY OF:				
X	D. OTHER (Specify type of modification and authority): See Block 13 Notes...			
E. IMPORTANT: Contractor: is not <input checked="" type="checkbox"/> , is <input type="checkbox"/> required to sign this document and return, ___ copies to the issuing office.				
14. DESCRIPTION OF MODIFICATION (Organized by UCF section headings, including solicitation/contract subject matter where feasible.) In accordance with clause I-FSS-163, Option to Extend the Term of the Contract (Evergreen), Contract No. GS-00F-013AA is hereby modified as follows: The contract period is hereby extended from August 18, 2013 through August 17, 2018 (Option Period 1; years 6 through 10). The contract prices for Option Period 1 are awarded as identified in modification PS-0003 and include the 0.75% IFF. Failure to update your electronic file submission IAW Clause 552.243-72 will impact the				
15A. NAME AND TITLE OF SIGNER (Type or Print) GSA Initiated Mod		16A. NAME AND TITLE OF CONTRACTING OFFICER (Type or Print) Carol L. McKenzie		
15B. CONTRACTOR/OFFEROR Signature Not Required <small>(Signature of person authorized to sign)</small>	15C. DATE SIGNED	16B. UNITED STATES OF AMERICA By Signed electronically See above <small>(Signature of Contracting Officer)</small>	16C. DATE SIGNED Mar 18, 2013	

Continuation of Description...

customer s ability to use your service.

Block 13 Notes

Block 13.D:

I-FSS-163, Option to Extend the Term of the Contract

AMENDMENT OF SOLICITATION/MODIFICATION OF CONTRACT			1.Contract ID Code	Page of Pages 1 2
Amendment/Modification No. PA-0011	3. Effective Date: Dec 20, 2013	4. Requisition/Purchase Req. No.	5. Project No. (If Applicable) CORPORATE	
6. Issued By: General Service Administration GSA, MANAGEMENT SERVICES CTR 400 15TH ST, SW RM 2757 (AQSA) AUBURN WA 98001			7. Administered By: (If Other) GSA/FAS/QVOCE 401 WEST PEACHTREE ST ATLANTA, GA 30308	
8. Name and Address of Contractor (No. Street, County, State and Zip Code) CREATIVE CORRECTIONS, L.L.C. 6675 CALDER AVE BEAUMONT, TX 777066001			9A Amendment of Solicitation No:	
			9B. Dated (See Item 11)	
			10A. Modification of Contract/Order No. GS-00F-013AA 10B. Dated (See Item 13) Apr 01, 2013	
Code		Facility Code		
11. THIS ITEM ONLY APPLIES TO AMENDMENTS OF SOLICITATIONS				
<div style="display: flex; justify-content: space-between;"> <div style="width: 45%;"> <input type="checkbox"/> The above numbered solicitation is amended as set forth in item 14. The hour and date specified for receipt of Offers </div> <div style="width: 10%; text-align: center;"> <input type="checkbox"/> is extended </div> <div style="width: 45%; text-align: center;"> <input type="checkbox"/> is not extended. </div> </div>				
Offerors must acknowledge receipt of this amendment prior to the hour and date specified in the solicitation or as amended, by one of the following methods. (a) By completing items 8 and 15, and returning copies of the amendment; (b) By acknowledging receipt of this amendment on each copy of the offer submitted; or (c) By separate letter or telegram which includes a reference to the solicitation and amendment numbers. FAILURE OF YOUR ACKNOWLEDGEMENT TO BE RECEIVED AT THE PLACE DESIGNATED FOR THE RECEIPT OF OFFERS PRIOR TO THE HOUR AND DATE SPECIFIED MAY RESULT IN REJECTION OF YOUR OFFER. If by virtue of this amendment you desire to change an offer already submitted, such change may be made by telegram or letter, provided each telegram or letter makes reference to the solicitation and this amendment and is received prior to the opening hour and date specified.				
12. ACCOUNTING AND APPROPRIATION DATA (If required)				
13. THIS ITEM APPLIES ONLY TO MODIFICATIONS OF CONTRACTS/ORDERS, IT MODIFIES THE CONTRACT/ORDER NO. AS DESCRIBED IN ITEM 14.				
A. THIS CHANGE ORDER IS ISSUED PURSUANT TO: (Specify authority) THE CHANGES SET FORTH IN ITEM 14 ARE MADE IN THE CONTRACT ORDER NO. IN ITEM 10A.				
X	B. THE ABOVE NUMBERED CONTRACT/ORDER IS MODIFIED TO REFLECT THE ADMINISTRATIVE CHANGES (such as changes in paying office, appropriation data, etc.) SET FORTH IN ITEM 14. PURSUANT TO THE AUTHORITY OF FAR 43.103(b). Type of contract modifications Unilateral <u>See Block 13 Notes...</u>			
C. THIS SUPPLEMENTAL AGREEMENT IS ENTERED INTO PURSUANT TO AUTHORITY OF:				
D. OTHER (Specify type of modification and authority):				
E. IMPORTANT: Contractor: is not <input checked="" type="checkbox"/> , is <input type="checkbox"/> required to sign this document and return, ___ copies to the issuing office.				
14. DESCRIPTION OF MODIFICATION (Organized by UCF section headings, including solicitation/contract subject matter where feasible.) Contract GS-00F-013AA is hereby modified to make the following administrative changes: Deleted ----- DILLAN R. SHEPPARD Contracting Officer Phone: 253-931-7459 Email: dillan.sheppard@gsa.gov				
Continue next page...				
15A. NAME AND TITLE OF SIGNER (Type or Print) GSA Initiated Mod			16A. NAME AND TITLE OF CONTRACTING OFFICER (Type or Print) Dillan R. Sheppard	
15B. CONTRACTOR/OFFEROR Signature Not Required <small>(Signature of person authorized to sign)</small>	15C. DATE SIGNED	16B. UNITED STATES OF AMERICA By Signed electronically See above <small>(Signature of Contracting Officer)</small>		16C. DATE SIGNED Dec 20, 2013

Continuation of Description...

Deleted

WILLIAM SASSI

Contracting Specialist

Phone: 253-931-7986

Email: william.sassi@gsa.gov

Added

Tamara D. Grant

Contracting Officer and Contracting Specialist

Phone: 253-931-7771

Email: tamara.grant@gsa.gov

Block 13 Notes

Block 13.B:

In accordance with FAR 43.103(b)(1), administrative changes to the contract are to be done through unilateral modifications.

AMENDMENT OF SOLICITATION/MODIFICATION OF CONTRACT			1.Contract ID Code	Page of Pages 1 2
Amendment/Modification No. PA-0010	3. Effective Date: Oct 24, 2013	4. Requisition/Purchase Req. No.	5. Project No. (If Applicable) CORPORATE	
6. Issued By: General Service Administration GSA, MANAGEMENT SERVICES CTR 400 15TH ST, SW RM 2757 (AQSA) AUBURN WA 98001			7. Administered By: (If Other) GSA/FAS/QVOCE 401 WEST PEACHTREE ST ATLANTA, GA 30308	
8. Name and Address of Contractor (No. Street, County, State and Zip Code) CREATIVE CORRECTIONS, L.L.C. 6675 CALDER AVE BEAUMONT, TX 777066001			9A Amendment of Solicitation No:	
			9B. Dated (See Item 11)	
			10A. Modification of Contract/Order No. GS-00F-013AA 10B. Dated (See Item 13) Apr 01, 2013	
Code		Facility Code		
11. THIS ITEM ONLY APPLIES TO AMENDMENTS OF SOLICITATIONS				
<div style="display: flex; justify-content: space-between;"> <div> <input type="checkbox"/> The above numbered solicitation is amended as set forth in item 14. The hour and date specified for receipt of Offers </div> <div> <input type="checkbox"/> is extended </div> <div> <input type="checkbox"/> is not extended. </div> </div>				
Offerors must acknowledge receipt of this amendment prior to the hour and date specified in the solicitation or as amended, by one of the following methods. (a) By completing items 8 and 15, and returning copies of the amendment; (b) By acknowledging receipt of this amendment on each copy of the offer submitted; or (c) By separate letter or telegram which includes a reference to the solicitation and amendment numbers. FAILURE OF YOUR ACKNOWLEDGEMENT TO BE RECEIVED AT THE PLACE DESIGNATED FOR THE RECEIPT OF OFFERS PRIOR TO THE HOUR AND DATE SPECIFIED MAY RESULT IN REJECTION OF YOUR OFFER. If by virtue of this amendment you desire to change an offer already submitted, such change may be made by telegram or letter, provided each telegram or letter makes reference to the solicitation and this amendment and is received prior to the opening hour and date specified.				
12. ACCOUNTING AND APPROPRIATION DATA (If required)				
13. THIS ITEM APPLIES ONLY TO MODIFICATIONS OF CONTRACTS/ORDERS, IT MODIFIES THE CONTRACT/ORDER NO. AS DESCRIBED IN ITEM 14.				
A. THIS CHANGE ORDER IS ISSUED PURSUANT TO: (Specify authority) THE CHANGES SET FORTH IN ITEM 14 ARE MADE IN THE CONTRACT ORDER NO. IN ITEM 10A.				
X	B. THE ABOVE NUMBERED CONTRACT/ORDER IS MODIFIED TO REFLECT THE ADMINISTRATIVE CHANGES (such as changes in paying office, appropriation data, etc.) SET FORTH IN ITEM 14. PURSUANT TO THE AUTHORITY OF FAR 43.103(b). Type of contract modifications Unilateral <u>See Block 13 Notes...</u>			
C. THIS SUPPLEMENTAL AGREEMENT IS ENTERED INTO PURSUANT TO AUTHORITY OF:				
D. OTHER (Specify type of modification and authority):				
E. IMPORTANT: Contractor: is not <input checked="" type="checkbox"/> , is <input type="checkbox"/> required to sign this document and return, ___ copies to the issuing office.				
14. DESCRIPTION OF MODIFICATION (Organized by UCF section headings, including solicitation/contract subject matter where feasible.) Contract GS-00F-013AA is hereby modified to make the following administrative changes: Deleted ----- MARY E. MITTON Contracting Officer Phone: ex (b)(6) Email: mary.mitton@gsa.gov <div style="text-align: right;">Continue next page...</div>				
15A. NAME AND TITLE OF SIGNER (Type or Print) GSA Initiated Mod		16A. NAME AND TITLE OF CONTRACTING OFFICER (Type or Print) Mary E. Mitton		
15B. CONTRACTOR/OFFEROR Signature Not Required <small>(Signature of person authorized to sign)</small>	15C. DATE SIGNED	16B. UNITED STATES OF AMERICA By Signed electronically See above <small>(Signature of Contracting Officer)</small>	16C. DATE SIGNED Oct 24, 2013	

Continuation of Description...

Deleted

Jaylene J. Barry
Contracting Specialist
Phone: 253-931-7317
Email: jaylene.barry@gsa.gov

Added

DILLAN R. SHEPPARD
Contracting Officer
Phone: 253-931-7459
Email: dillan.sheppard@gsa.gov

Added

WILLIAM SASSI
Contracting Specialist
Phone: 253-931-7986
Email: william.sassi@gsa.gov

Block 13 Notes

Block 13.B:

In accordance with FAR 43.103(b)(1), administrative changes to the contract are to be done through unilateral modifications.

AMENDMENT OF SOLICITATION/MODIFICATION OF CONTRACT			1.Contract ID Code	Page of Pages 1 2
Amendment/Modification No. PA-0009	3. Effective Date: Apr 23, 2013	4. Requisition/Purchase Req. No.	5. Project No. (If Applicable) CORPORATE	
6. Issued By: General Service Administration GSA, MANAGEMENT SERVICES CTR 400 15TH ST, SW RM 2757 (AQSA) AUBURN WA 98001			7. Administered By: (If Other) GSA/FAS/QVOCE 401 WEST PEACHTREE ST ATLANTA, GA 30308	
8. Name and Address of Contractor (No. Street, County, State and Zip Code) CREATIVE CORRECTIONS, L.L.C. 6675 CALDER AVE BEAUMONT, TX 777066001				9A Amendment of Solicitation No:
				9B. Dated (See Item 11)
			X	10A. Modification of Contract/Order No. GS-00F-013AA 10B. Dated (See Item 13) Apr 01, 2013
Code		Facility Code		
11. THIS ITEM ONLY APPLIES TO AMENDMENTS OF SOLICITATIONS				
<input type="checkbox"/>	The above numbered solicitation is amended as set forth in item 14. The hour and date specified for receipt of Offers		<input type="checkbox"/>	is extended <input type="checkbox"/> is not extended.
Offerors must acknowledge receipt of this amendment prior to the hour and date specified in the solicitation or as amended, by one of the following methods. (a) By completing items 8 and 15, and returning copies of the amendment; (b) By acknowledging receipt of this amendment on each copy of the offer submitted; or (c) By separate letter or telegram which includes a reference to the solicitation and amendment numbers. FAILURE OF YOUR ACKNOWLEDGEMENT TO BE RECEIVED AT THE PLACE DESIGNATED FOR THE RECEIPT OF OFFERS PRIOR TO THE HOUR AND DATE SPECIFIED MAY RESULT IN REJECTION OF YOUR OFFER. If by virtue of this amendment you desire to change an offer already submitted, such change may be made by telegram or letter, provided each telegram or letter makes reference to the solicitation and this amendment and is received prior to the opening hour and date specified.				
12. ACCOUNTING AND APPROPRIATION DATA (If required)				
13. THIS ITEM APPLIES ONLY TO MODIFICATIONS OF CONTRACTS/ORDERS, IT MODIFIES THE CONTRACT/ORDER NO. AS DESCRIBED IN ITEM 14.				
<input type="checkbox"/>	A. THIS CHANGE ORDER IS ISSUED PURSUANT TO: (Specify authority) THE CHANGES SET FORTH IN ITEM 14 ARE MADE IN THE CONTRACT ORDER NO. IN ITEM 10A.			
X	B. THE ABOVE NUMBERED CONTRACT/ORDER IS MODIFIED TO REFLECT THE ADMINISTRATIVE CHANGES (such as changes in paying office, appropriation data, etc.) SET FORTH IN ITEM 14. PURSUANT TO THE AUTHORITY OF FAR 43.103(b). Type of contract modifications Unilateral <u>See Block 13 Notes...</u>			
<input type="checkbox"/>	C. THIS SUPPLEMENTAL AGREEMENT IS ENTERED INTO PURSUANT TO AUTHORITY OF:			
<input type="checkbox"/>	D. OTHER (Specify type of modification and authority):			
E. IMPORTANT: Contractor: is not <input checked="" type="checkbox"/> , is <input type="checkbox"/> required to sign this document and return, ___ copies to the issuing office.				
14. DESCRIPTION OF MODIFICATION (Organized by UCF section headings, including solicitation/contract subject matter where feasible.) Contract GS-00F-013AA is hereby modified to make the following administrative changes: Deleted ----- CAROL L. MCKENZIE Contracting Officer Phone: 253-931-7887 Email: carol.mckenzie@gsa.gov				
Continue next page...				
15A. NAME AND TITLE OF SIGNER (Type or Print) GSA Initiated Mod			16A. NAME AND TITLE OF CONTRACTING OFFICER (Type or Print) Carol L. McKenzie	
15B. CONTRACTOR/OFFEROR Signature Not Required <small>(Signature of person authorized to sign)</small>	15C. DATE SIGNED	16B. UNITED STATES OF AMERICA By Signed electronically See above <small>(Signature of Contracting Officer)</small>		16C. DATE SIGNED Apr 23, 2013

Continuation of Description...

Deleted

Joseph T. McGuire
Contracting Specialist
Phone: 253-931-7237
Email: joseph.mcguire@gsa.gov

Added

MARY E. MITTON
Contracting Officer
Phone: ex (b)(6)
Email: mary.mitton@gsa.gov

Added

Jaylene J. Barry
Contracting Specialist
Phone: 253-931-7317
Email: jaylene.barry@gsa.gov

Block 13 Notes

Block 13.B:

In accordance with FAR 43.103(b)(1), administrative changes to the contract are to be done through unilateral modifications.

AMENDMENT OF SOLICITATION/MODIFICATION OF CONTRACT			1.Contract ID Code	Page of Pages 1 1
Amendment/Modification No. PA-0005	3. Effective Date: Apr 01, 2013	4. Requisition/Purchase Req. No.	5. Project No. (If Applicable) CORPORATE	
6. Issued By: General Service Administration GSA, MANAGEMENT SERVICES CTR 400 15TH ST, SW RM 2757 (AQSA) AUBURN WA 98001			7. Administered By: (If Other) GSA/FAS/QVOCE 401 WEST PEACHTREE ST ATLANTA, GA 30308	
8. Name and Address of Contractor (No. Street, County, State and Zip Code) CREATIVE CORRECTIONS, L.L.C. 6675 CALDER AVE BEAUMONT, TX 777066001				9A Amendment of Solicitation No: 9B. Dated (See Item 11)
			X	10A. Modification of Contract/Order No. GS-00F-013AA 10B. Dated (See Item 13) Apr 01, 2013
Code		Facility Code		
11. THIS ITEM ONLY APPLIES TO AMENDMENTS OF SOLICITATIONS				
<input type="checkbox"/>	The above numbered solicitation is amended as set forth in item 14. The hour and date specified for receipt of Offers			
<input type="checkbox"/>	is extended	<input type="checkbox"/>	is not extended.	
Offerors must acknowledge receipt of this amendment prior to the hour and date specified in the solicitation or as amended, by one of the following methods. (a) By completing items 8 and 15, and returning copies of the amendment; (b) By acknowledging receipt of this amendment on each copy of the offer submitted; or (c) By separate letter or telegram which includes a reference to the solicitation and amendment numbers. FAILURE OF YOUR ACKNOWLEDGEMENT TO BE RECEIVED AT THE PLACE DESIGNATED FOR THE RECEIPT OF OFFERS PRIOR TO THE HOUR AND DATE SPECIFIED MAY RESULT IN REJECTION OF YOUR OFFER. If by virtue of this amendment you desire to change an offer already submitted, such change may be made by telegram or letter, provided each telegram or letter makes reference to the solicitation and this amendment and is received prior to the opening hour and date specified.				
12. ACCOUNTING AND APPROPRIATION DATA (If required)				
13. THIS ITEM APPLIES ONLY TO MODIFICATIONS OF CONTRACTS/ORDERS, IT MODIFIES THE CONTRACT/ORDER NO. AS DESCRIBED IN ITEM 14.				
<input type="checkbox"/>	A. THIS CHANGE ORDER IS ISSUED PURSUANT TO: (Specify authority) THE CHANGES SET FORTH IN ITEM 14 ARE MADE IN THE CONTRACT ORDER NO. IN ITEM 10A.			
X	B. THE ABOVE NUMBERED CONTRACT/ORDER IS MODIFIED TO REFLECT THE ADMINISTRATIVE CHANGES (such as changes in paying office, appropriation data, etc.) SET FORTH IN ITEM 14. PURSUANT TO THE AUTHORITY OF FAR 43.103(b). Type of contract modifications Unilateral <u>See Block 13 Notes...</u>			
<input type="checkbox"/>	C. THIS SUPPLEMENTAL AGREEMENT IS ENTERED INTO PURSUANT TO AUTHORITY OF:			
<input type="checkbox"/>	D. OTHER (Specify type of modification and authority):			
E. IMPORTANT: Contractor: is not <input checked="" type="checkbox"/> , is <input type="checkbox"/> required to sign this document and return, ___ copies to the issuing office.				
14. DESCRIPTION OF MODIFICATION (Organized by UCF section headings, including solicitation/contract subject matter where feasible.) This modification was automatically generated from the eMod system to correct the authorized negotiator's information to match the digital certificate; no attachments were uploaded by the contractor.				
15A. NAME AND TITLE OF SIGNER (Type or Print) Mod submitted by Edna J Hadnot			16A. NAME AND TITLE OF CONTRACTING OFFICER (Type or Print) Carol L. McKenzie	
15B. CONTRACTOR/OFFEROR Signature Not Required <small>(Signature of person authorized to sign)</small>	15C. DATE SIGNED	16B. UNITED STATES OF AMERICA By Signed electronically See above <small>(Signature of Contracting Officer)</small>	16C. DATE SIGNED Feb 22, 2013	

Block 13 Notes

Block 13.B:

K-FSS-1, Authorized Negotiators

AMENDMENT OF SOLICITATION/MODIFICATION OF CONTRACT			1.Contract ID Code		Page of Pages 1 1		
Amendment/Modification No. PA-0007		3. Effective Date: Apr 01, 2013		4. Requisition/Purchase Req. No.		5. Project No. (If Applicable) CORPORATE	
6. Issued By: General Service Administration GSA, MANAGEMENT SERVICES CTR 400 15TH ST, SW RM 2757 (AQSA) AUBURN WA 98001				7. Administered By: (If Other) GSA/FAS/QVOCE 401 WEST PEACHTREE ST ATLANTA, GA 30308			
8. Name and Address of Contractor (No. Street, County, State and Zip Code) CREATIVE CORRECTIONS, L.L.C. 6675 CALDER AVE BEAUMONT, TX 777066001				9A Amendment of Solicitation No:			
				9B. Dated (See Item 11)			
				10A. Modification of Contract/Order No. GS-00F-013AA			
				10B. Dated (See Item 13) Apr 01, 2013			
Code		Facility Code					
11. THIS ITEM ONLY APPLIES TO AMENDMENTS OF SOLICITATIONS							
<div style="display: flex; justify-content: space-between;"> <div> <input type="checkbox"/> The above numbered solicitation is amended as set forth in item 14. The hour and date specified for receipt of Offers </div> <div> <input type="checkbox"/> is extended </div> <div> <input type="checkbox"/> is not extended. </div> </div>							
Offerors must acknowledge receipt of this amendment prior to the hour and date specified in the solicitation or as amended, by one of the following methods. (a) By completing items 8 and 15, and returning copies of the amendment; (b) By acknowledging receipt of this amendment on each copy of the offer submitted; or (c) By separate letter or telegram which includes a reference to the solicitation and amendment numbers. FAILURE OF YOUR ACKNOWLEDGEMENT TO BE RECEIVED AT THE PLACE DESIGNATED FOR THE RECEIPT OF OFFERS PRIOR TO THE HOUR AND DATE SPECIFIED MAY RESULT IN REJECTION OF YOUR OFFER. If by virtue of this amendment you desire to change an offer already submitted, such change may be made by telegram or letter, provided each telegram or letter makes reference to the solicitation and this amendment and is received prior to the opening hour and date specified.							
12. ACCOUNTING AND APPROPRIATION DATA (If required)							
13. THIS ITEM APPLIES ONLY TO MODIFICATIONS OF CONTRACTS/ORDERS, IT MODIFIES THE CONTRACT/ORDER NO. AS DESCRIBED IN ITEM 14.							
A. THIS CHANGE ORDER IS ISSUED PURSUANT TO: (Specify authority) THE CHANGES SET FORTH IN ITEM 14 ARE MADE IN THE CONTRACT ORDER NO. IN ITEM 10A.							
<input checked="" type="checkbox"/> B. THE ABOVE NUMBERED CONTRACT/ORDER IS MODIFIED TO REFLECT THE ADMINISTRATIVE CHANGES (such as changes in paying office, appropriation data, etc.) SET FORTH IN ITEM 14. PURSUANT TO THE AUTHORITY OF FAR 43.103(b). Type of contract modifications Unilateral <u>See Block 13 Notes...</u>							
C. THIS SUPPLEMENTAL AGREEMENT IS ENTERED INTO PURSUANT TO AUTHORITY OF:							
D. OTHER (Specify type of modification and authority):							
E. IMPORTANT: Contractor: is not <input checked="" type="checkbox"/> , is <input type="checkbox"/> required to sign this document and return, ___ copies to the issuing office.							
14. DESCRIPTION OF MODIFICATION (Organized by UCF section headings, including solicitation/contract subject matter where feasible.) This modification corrects the computer system end date of prior contract option exercise modification number PO-0002 which was signed by Contracting Officer Carol McKenzie on March 18, 2013. The contract end date is hereby changed from March 31, 2018 to August 17, 2018. The system calculated the incorrect end date based on the initial contract base period begin date of the contract loaded in the system as of March 18, 2013, which resulted in the incorrect end date appearing at the GSA eLibrary website.							
15A. NAME AND TITLE OF SIGNER (Type or Print) GSA Initiated Mod				16A. NAME AND TITLE OF CONTRACTING OFFICER (Type or Print) Carol L. McKenzie			
15B. CONTRACTOR/OFFEROR Signature Not Required <small>(Signature of person authorized to sign)</small>		15C. DATE SIGNED		16B. UNITED STATES OF AMERICA By Signed electronically See above <small>(Signature of Contracting Officer)</small>		16C. DATE SIGNED Mar 21, 2013	

Block 13 Notes

Block 13.B:

FAR 43.103 (b)(1), Administrative